User Manual

FOR WEBSITE BUILDER USER

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System Requirements

In order to access the Website Builder, you computer needs to be connected to the Internet. There are no specific hardware requirements.

The following is the Browser / Platform table that indicates the optimal combinations of your browser and operating system in which the website builder works best.

Browsers	Windows Platform	Linux Platform	Macintosh Platform
IE 5.0 & above	Yes	-	No
Netscape 7.0	No	No	No
Netscape 7.1+	Yes	Yes	Yes
Mozilla 1.6	Yes	No	Yes
Firefox 0.8	Yes	No	Yes
Safari 1.0	-	-	No

Important - Browser & Firewall Settings

1. Internet Zone Security settings: Should be set on Medium or Lower
2. Internet Privacy Settings: Should be set to Medium-high or Lower
3. Enable Cookies

If you are still unable to access the Website Builder, then we recommend that you try after disabling your Firewall Settings.

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SECTION 1: LOGIN

Once you register successfully, your Password will be sent to your Email address that you had provided in the Sign Up form.

You may then login to the Site Builder to create, edit and publish your website right away. You can login by entering your Username and Password in the LOGIN page that appears when you click on the 'LOGIN' link available on our website.

1.1. Your First Login: The Quickstart Wizard

When you login to Site Builder for the very first time, you will be taken through the 'Quickstart Wizard'. This comprehensive wizard enables you to build a basic framework for your website in a few minutes, and involves a few easy steps. Remember that the Quickstart Wizard is available only when you login for the very first time to build your website. Once you complete the Quickstart Wizard, from the next login, you will be taken directly to the powerful Page Manager, which allows you to add more pages and/or modify and add content to existing pages.

1.2. Subsequent Login: Page Manager

Once you complete the Quickstart wizard, from your next login, you will only be taken to your very own 'Page Manager' (see screenshot below). Your Page Manager has links to all the tools and features that you would need to build, modify, edit, preview or publish your website. The Page Manager allows you to create, edit and manage pages on your website completely. You can access the Page Manager only after you complete the Quickstart wizard. Please refer to Section 3 for details on using the Page Manager.

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SECTION 2: QUICKSTART WIZARD

The Quickstart Wizard enables you to build a basic framework for your website in a few minutes, and involves a few easy steps. The Quickstart Wizard involves the following steps:

2.1. Choosing the type of starting page (home page or Welcome page)

Welcome to the Quick-start Wizard
Help Movie
How would you like the starting page (Welcome Page) on your website?
Colorful, with attractive images & graphics?
GO
Simple, with less graphics & more room for content?
GO
Note: You can always edit or completely change your website's starting page later.

This is the first page of the Quickstart Wizard and appears as soon as you login for the very first time. Here you would need to decide on the type of the home page that you prefer for your website. You can choose between a "colorful homepage with attractive images and graphics" or a "simple home page, with fewer graphic and more room for content".

Please note that you can always edit or completely change your website's starting page any time later, from your Website Manager.

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2.2. Choosing the design Category for creating your website

Choose a Category for Creating a Website
BACK
NOTE: If you can't find the category you are looking for, then please click either "Personal & Family Related" or "Business & Professional" headers, to display all the design templates available under these main categories.
Personal & Family Related
View All
General Themes
Cool, Elegant, Emotional, Patriotic...
Family & Friends
Children, Grandparents, Friends, Baby, Family, Teenagers ...
Kid's Pages
Boys, Girls, Cartoons, Toy Store...
Business & Professional
View All
Computer Related
Computer Services, Software, Hardware, Internet, E-Commerce...
Service Business
Food & Restaurants, Travel, Recruitment Agency, Day Care, Security, Caterer, Consulting, Courier/Messenger, Airconditioning, Others...

Just click on a category that you think will be closest to the category that your business or website belongs to. You will then be shown the design templates that pertain to this category.

If you can't find the category you are looking for then click on the 'View All' link next to either "Personal & Family Related" or "Business & Professional" headers, to display all the design templates available under these main categories.

2.3. Choosing the website design

You can now choose a website design that you would like to have on your website. There are several pages of designs to choose from. You can also click on the "View More Designs" link to view more designs than are available on this page.

To select a design just click the thumbnail. Clicking a thumbnail also gives you an enlarged view of the design template. You can always change the colors and images on these design templates later.

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2.4. Choosing the color and image for your website design

You can now choose the color options by simply clicking on the color boxes available just above the design and select an image option by using the drop down menu. You will notice that the options that you select get applied to the design immediately.

Please note that you can change the selected color and image at any time later from your Website Manager.

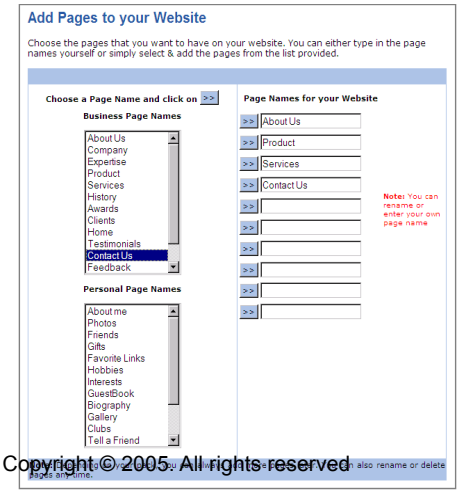
To proceed, just click on the "Next" button that appears on the top of the screen.

2.5. Start customizing the website name, slogan, email address

You can now start customizing the Title, Slogan and email address that will be displayed on your website.

2.6. Add pages to your website

You can now start adding the pages that you want to have on your website. To add a page, simply click on a page name on the page names list that appears on the left of the page. You can choose pages from the Business page names or from the Personal page names. Once you click on a name, just click the (>>) arrow button next to the topmost empty slot. You can repeat this until you have added all the pages you wanted to have on your website.



In case you want to add a custom page name or if you want to rename a page name that you have included

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already, then you can do this by simply clicking on the specific page name slot on your right and typing in the name of your choice using your keyboard.

Please note that depending on the pack that you have signed up for, you can always add more pages later. You can also rename or delete pages any time later.

2.7. Preview your website

You can now preview the website that you have created. You can always go back to any of the previous 6 steps to make any changes that you require.

Website Preview:

Company or Website Name
Your slogan or by-line
About Us
Product
Services
Contact Us
The Welcome Page introduces your company and your products & services and highlights key areas on your website that might be of interest to your visitor.
Welcome Page Wizard: Preview Welcome Page
ACCEPT DESIGN
OR Go back to ...
--Select--
GO
Note: Click "browser 'Refresh' button" if some images are displayed incorrectly or appear broken

Please note that the preview is more than just a screenshot, you can actually click on the individual links available on the preview to view the inside pages complete with sample content.

Once you are happy with the website design and options that you have chosen, just click on the "Accept Design" link to accept the basic framework for your website and end the Quickstart Wizard.

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SECTION 3: PAGE MANAGER

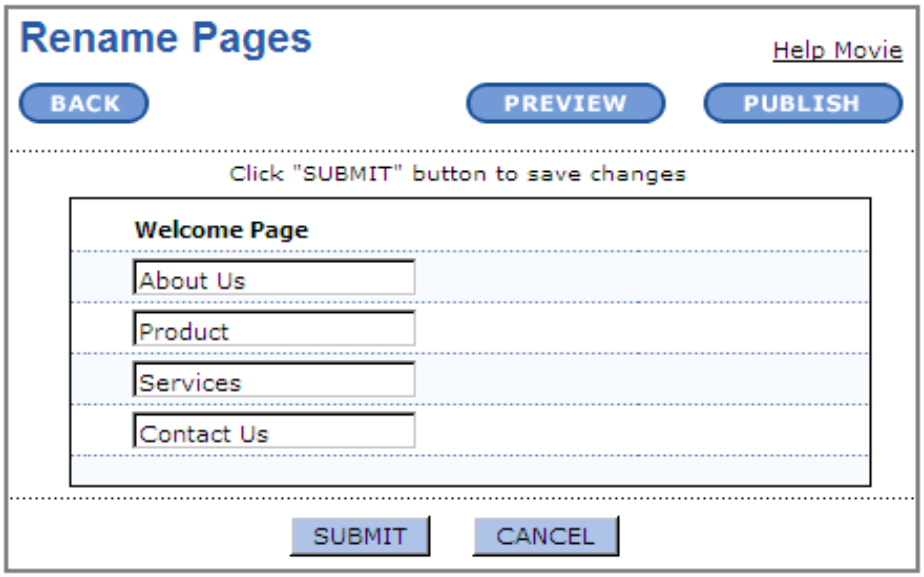
After you complete the Quickstart Wizard, the page that will display on every subsequent login is the Page Manager.

The Page Manager allows you to quickly add, edit, rearrange or delete the pages on your website. You can even change the page type (that is from a text page to a shop page or photo album page), easily.

3.1.

Rename a page name

By clicking on the 'Rename Pages' link the following page loads. All the pages that has been selected or added to the site appears here and you can retype the new page name of your choice.



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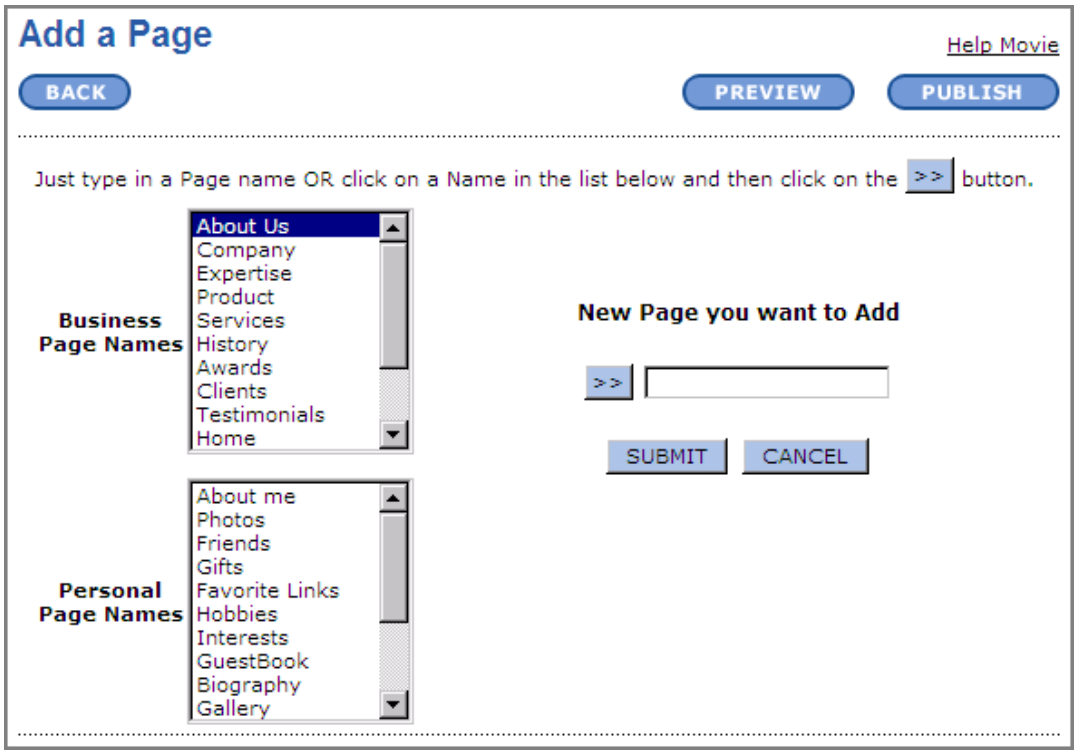
3.2. Add a new page

By clicking on the 'Add a page' link you will be taken to the following page which allows you to add new pages by selecting from the default pages or add a new page of your choice.



3.3. Delete a page

By clicking on 'Delete a Page' link the following page will be loaded. This page displays all the pages that are in the website. On clicking the 'delete' link corresponding to the page the application deletes the page along with its contents in the page permanently.

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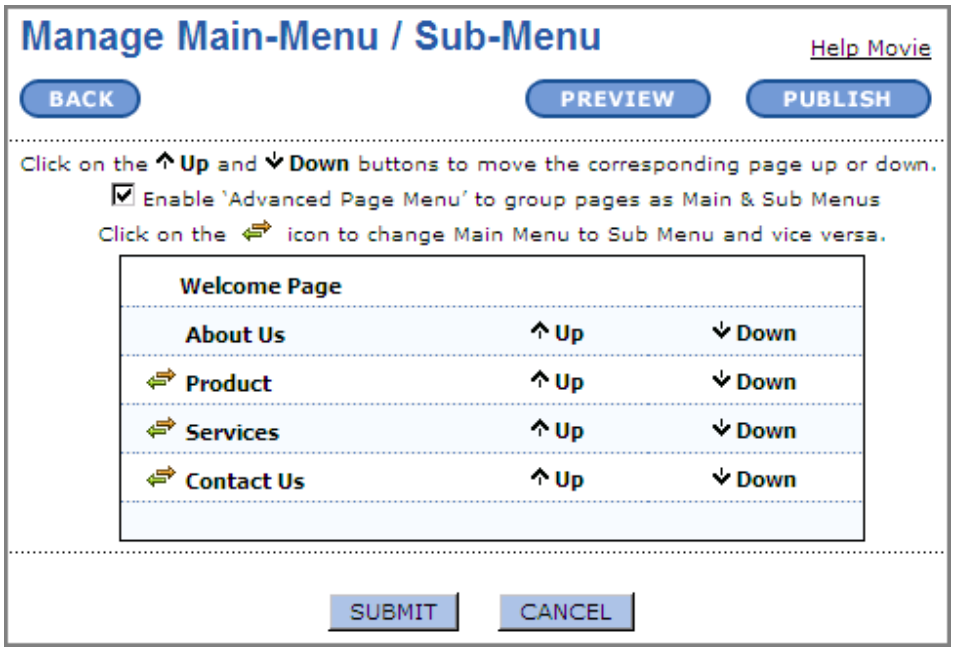
3.4. Rearrange Pages:

By Clicking on the 'Rearrange Pages' link the following page loads allowing you to rearrange the pages as per your choice. Just click on the 'Up' or 'Down' button to move the corresponding page up or down.

3.5. Manage Main-Menu / Sub-Menu

By clicking on the 'Manage Main-menu / Sub-Menu' link the following page loads allowing you to categorize the web page as a main-menu page or a sub-menu page. By enabling the 'Advanced Page Menu' a small icon appears on the left side of page. By clicking on the same you can categorize the pages as either Main menu or Sub menu.


Manage Main-Menu / Sub-Menu
Help Movie
BACK
PREVIEW
PUBLISH
Click on the Up and Down buttons to move the corresponding page up or down.
Enable 'Advanced Page Menu' to group pages as Main & Sub Menus
Click on the icon to change Main Menu to Sub Menu and vice versa.
Welcome Page
About Us Up Down
Product Up Down
Services Up Down
Contact Us Up Down
SUBMIT
CANCEL

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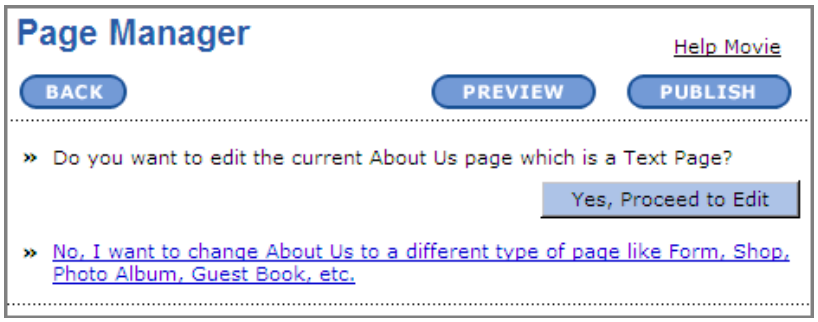
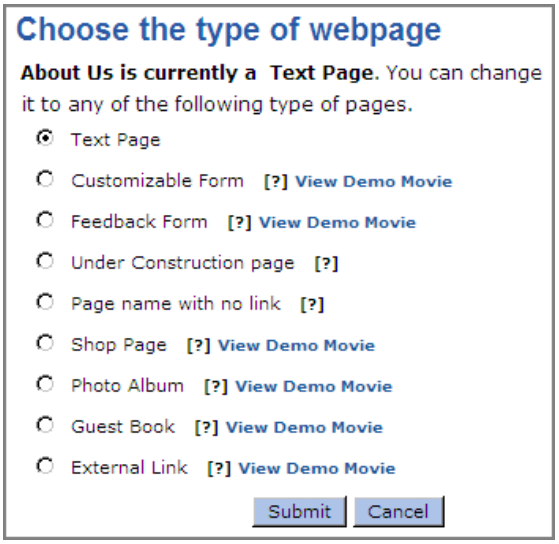
3.6. Edit / Modify / Change web page type

By clicking on the 'Edit' link or the icon corresponding to the page the following page loads requesting you to choose between the options, either edit the selected page with the existing page type or change the existing page to a different type.


Page Manager
Help Movie
BACK
PREVIEW
PUBLISH
» Do you want to edit the current About Us page which is a Text Page?
Yes, Proceed to Edit
» No, I want to change About Us to a different type of page like Form, Shop, Photo Album, Guest Book, etc.

By selecting the former you will be taken to the next page which will allow you to edit the page depending on the type of page chosen to edit, i.e. if a text page is chosen to edit then the page loads with an editor in order to edit the page or if a shop page is chosen for editing then the shop page features load for editing, This will vary as per the page type that is chosen to edit.

In case the later is chosen the following page loads allowing you to change the page type from the existing type for a different page type of your choice.


Choose the type of webpage
About Us is currently a Text Page. You can change it to any of the following type of pages.
Text Page
Customizable Form [?] View Demo Movie
Feedback Form [?] View Demo Movie
Under Construction page [?]
Page name with no link [?]
Shop Page [?] View Demo Movie
Photo Album [?] View Demo Movie
Guest Book [?] View Demo Movie
External Link [?] View Demo Movie
Submit
Cancel

3.7. Different types of pages

- **Text Page**

  For pages containing just rich text content with photos, images, tables, etc.

- **Customizable Form**

  For pages that request visitors to enter data in a custom form

- **Readymade Feedback Form**

  For pages which require a readymade form, like contact us, feedback, etc.

- **Under Construction**

  For those pages where you want to just display the "Under Construction" message

- **Page with No Link**

  For pages which are unfinished and therefore not to be displayed or linked to from the Main Navigation

- **Shop page**

  For shop pages with storefront, shopping cart, etc. with or without payment gateway, meant for e-commerce

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- **Photo Album**

  For creating an attractive online photo album where you can upload your photos and make them available for your website visitors to see.

- **Guest Book**

  which allows you to create an online guest book for your visitors so that they can leave a message or comment for you about your website, etc.

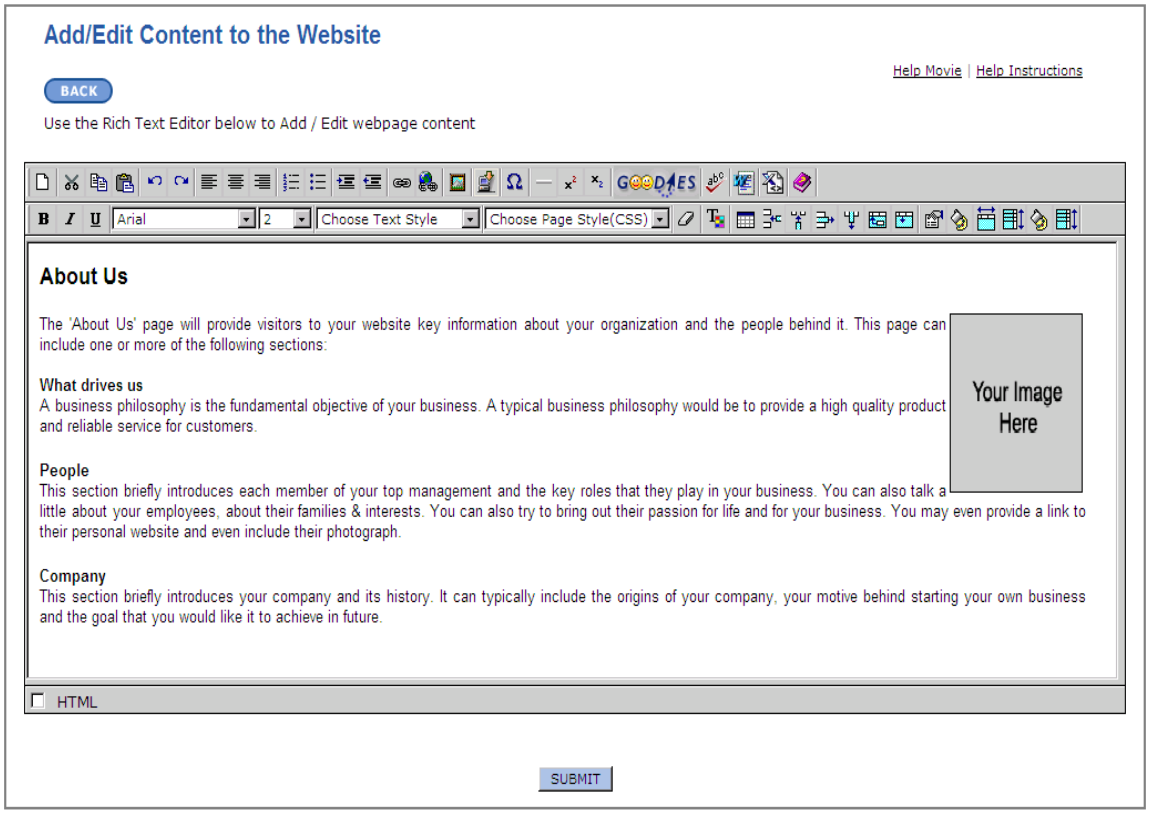
- **External Link**

  For directly linking to a page that is available on another website on the Internet

Listed below are the details on how to create these individual page types once you change the page type.

3.7.1. Create / Edit a Text Page

Page Manager allows you to create a Text Page with rich text content along with images. To create a Text Page, just select the 'Text Page' radio button in the Change Page Type' page, and click 'Submit' to load the following page.


Add/Edit Content to the Website
Help Movie | Help Instructions
BACK
Use the Rich Text Editor below to Add / Edit webpage content
Arial
2
Choose Text Style
Choose Page Style(CSS)
About Us
The 'About Us' page will provide visitors to your website key information about your organization and the people behind it. This page can include one or more of the following sections:
What drives us
A business philosophy is the fundamental objective of your business. A typical business philosophy would be to provide a high quality product and reliable service for customers.
People
This section briefly introduces each member of your top management and the key roles that they play in your business. You can also talk a little about your employees, about their families & interests. You can also try to bring out their passion for life and for your business. You may even provide a link to their personal website and even include their photograph.
Company
This section briefly introduces your company and its history. It can typically include the origins of your company, your motive behind starting your own business and the goal that you would like it to achieve in future.
Your Image Here
HTML
SUBMIT

What you see above is a WYSIWYG (what you see is what you get) Rich Text Editor that works the same way as your Microsoft Word or similar applications work. Using this feature-rich editor, you can create an attractive web page with rich text content for your website. You can either type in the web page content, or even copy & paste the content from Microsoft Word or other similar applications or even from a web page. For more help with the Editor as in table properties, text formatting properties etc please click on the 'Help' icon within the Editor window.

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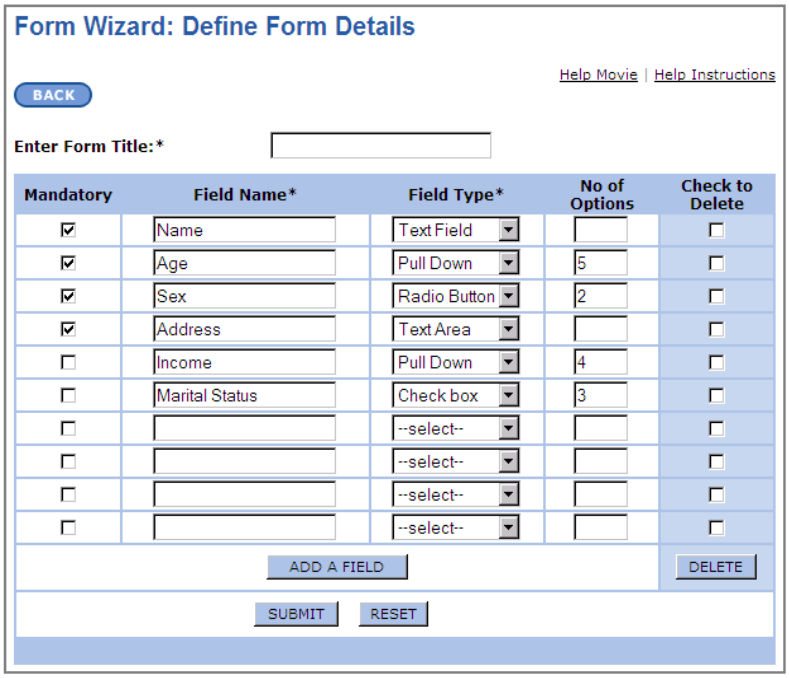
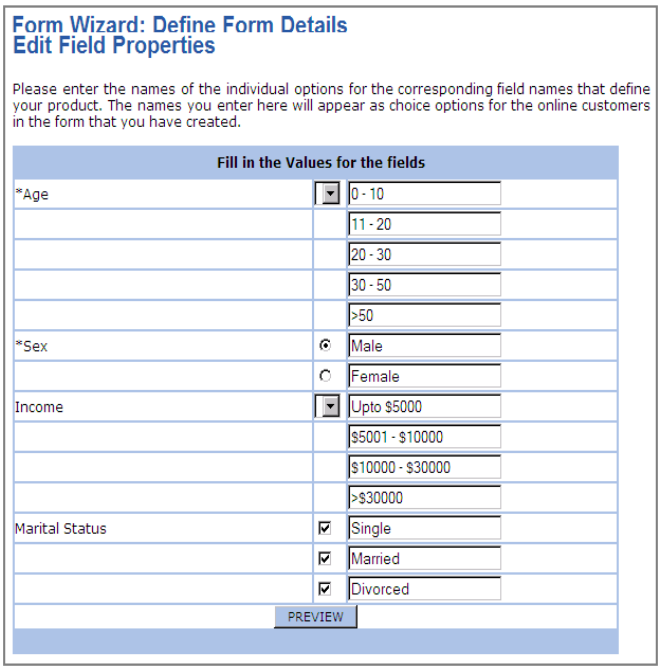
3.7.2. Create / Edit a Customized Form Page

Page Manager allows you to create a Customized Form page (such as Survey Form, Polling Form, Registration Form, etc.) for your website.

To create a Customized Form, just select the 'Customized Form' radio button in the 'Choose the typr of webpage' page, and click 'Submit' to load the following page.



This page allows you to start providing the details of the customized form that you want to create with the 'Form Title'. The 'Form Title' that you enter here will be displayed alongside the Form on the final webpage. The 'Field Name' is the name of the final form field. The 'Field Type' could be a Text Field, Text Area, Check Box, Radio Button, or a Pull down Menu. 'No. of Options' denotes the number of check boxes or radio buttons or number of entries in the pull down menu that is required by you. You can also make your visitors to compulsorily fill up a particular field, by clicking the appropriate checkbox under the 'Mandatory' field column (first column).



You can also add a new field to your form or even delete a particular field at any time. Once you submit all the required information for your Form, you can then proceed to provide the individual values for each of the field category options that you had created.

Once you provide all the values for the individual field options, you can then proceed to preview your customized form as it would appear on your website and later publish it to your website once you are satisfied.

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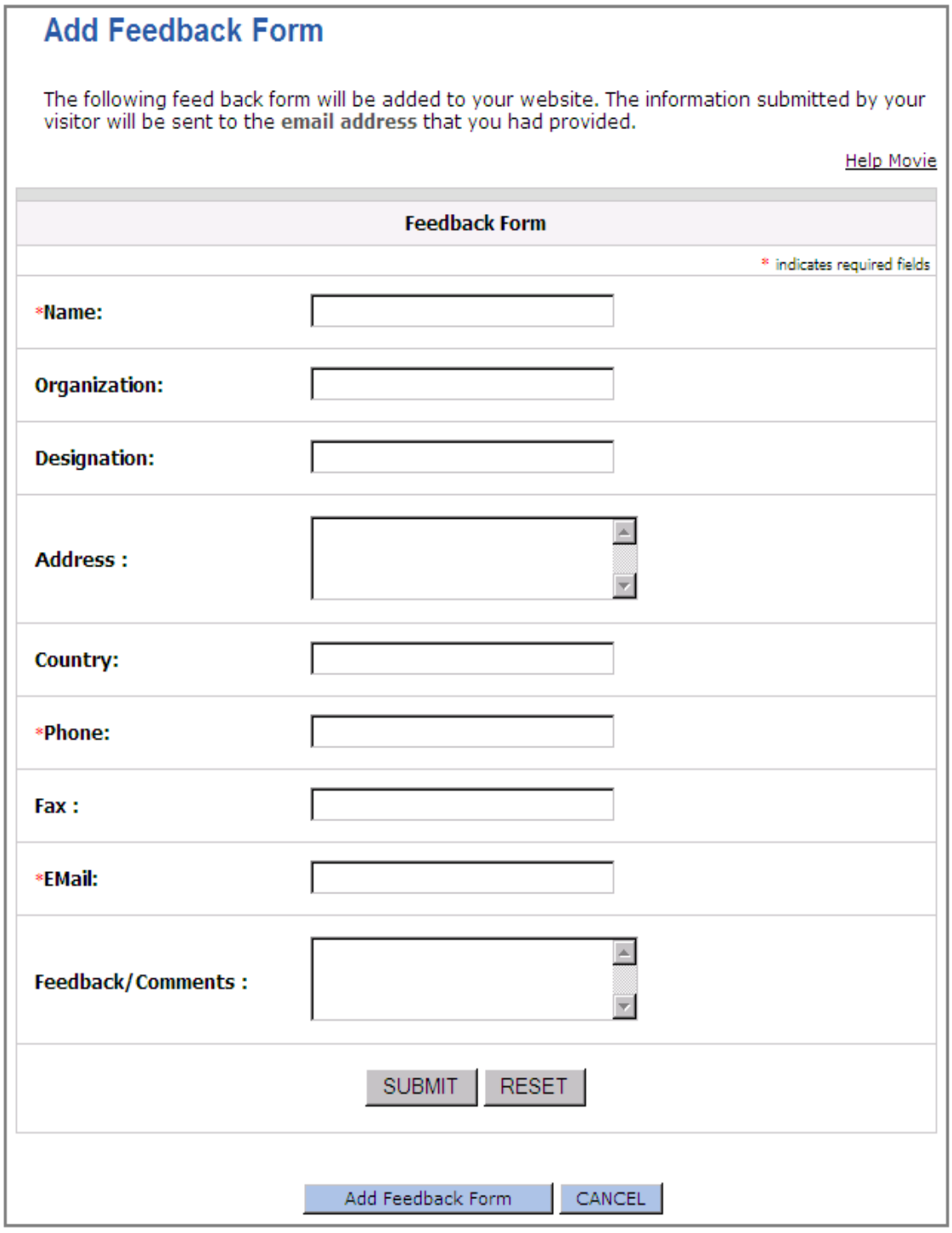
3.7.3. Create a Readymade Feedback Form Page

Page Manager allows you to add a readymade feedback form page to your website. To add a feedback form, just select the 'Feedback Form' radio button from 'Choose the type of Webpage' page, and click 'Submit' to load the following preview page. To add this form page to your website, just click on the 'Add Feedback Form' button.



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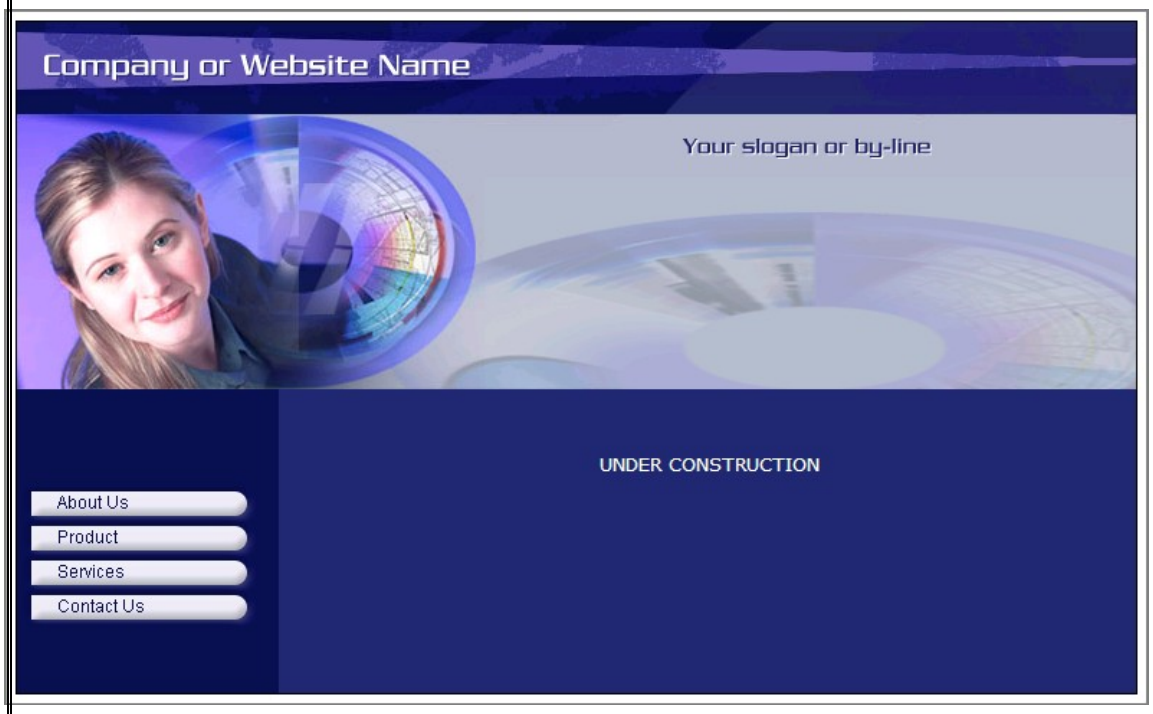
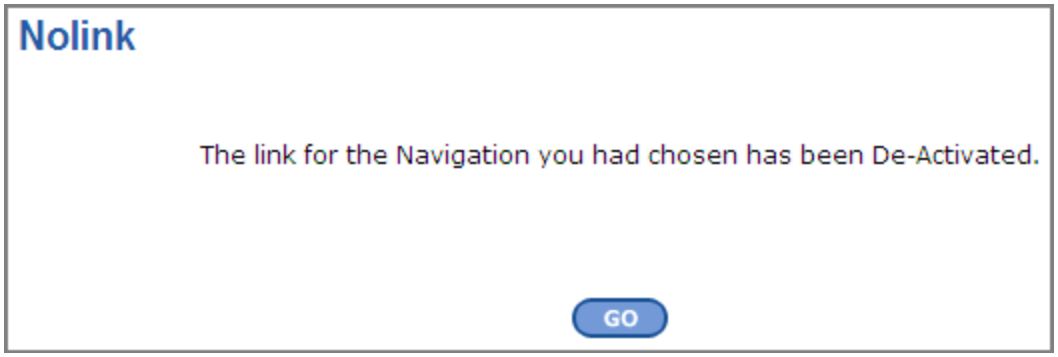
3.7.4. Under Construction Page

The page manager allows you to add a readymade Under Construction page to your website. To add an Under Construction page, Just create a new page and select ‘Under Construction page’ radio button form ‘Choose the type of the webpage’ page and click submit to load the following preview page. This page can be changed to any of the available page types from the ‘Choose the type of webpage’ page at a later time.



3.7.5. Page Name with No Link Page

The page manager allows you to remove an external link added to a page. To add a page name with no link page, just select an external link page, go to ‘Choose the type of the webpage’ page and select ‘Page name with No Link’ radio button and click submit to load the following page.



3.7.6. Create / Edit a Shop page

Page Manager allows you to create an entire ecommerce shopping page complete with shopping carts and integrated payment gateways. To create a Shop Page, just select the ‘Shop

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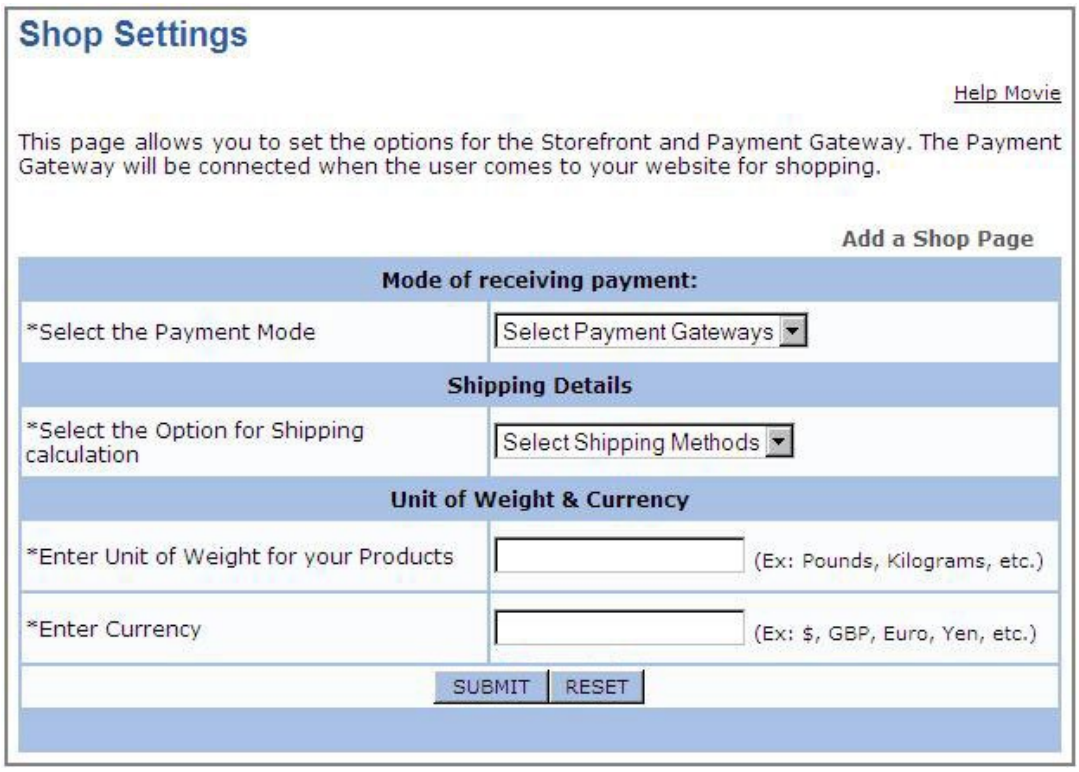
Page' radio button in the 'Change the type of the Webpage' page, and click 'Submit' to load the following page.

Setting Shop for the First Time: When you begin to create a shop for the very first time, you will automatically be taken to the Shop Settings page to set the basic details about your shop, before you actually start creating your shop page using the Page Manager.

Shop Settings

The Shop Settings page allows you to set the Payment Gateway details, the shipping options and freight rates for your online shop. When you begin to create a shop for the first time, you will be automatically prompted to enter this information before you actually start creating your shop page using the Page Editor.


Shop Settings
Help Movie
This page allows you to set the options for the Storefront and Payment Gateway. The Payment Gateway will be connected when the user comes to your website for shopping.
Add a Shop Page
Mode of receiving payment:
*Select the Payment Mode
Select Payment Gateways
Shipping Details
*Select the Option for Shipping calculation
Select Shipping Methods
Unit of Weight & Currency
*Enter Unit of Weight for your Products
(Ex: Pounds, Kilograms, etc.)
*Enter Currency
(Ex: $, GBP, Euro, Yen, etc.)
SUBMIT
RESET

The following page loads once you click the "Shop Settings' link on your Page Manager.

Payment Gateway & Shipping Fee Option:

This section allows you to choose a payment gateway and enter shipping fee details or it displays the current payment gateway and shipping fee option that has been previously

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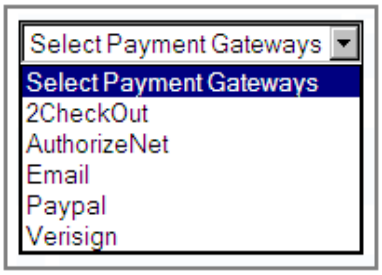
selected by you. This is for your reference only and you may continue with the same settings or modify them as you prefer.

Mode of Receiving Payment:



You need to select one of the available payment gateways for receiving online payments from your customers. The available online payment gateway options include Authorize.NET, 2Checkout, Verisign, Paypal or through Email.

Depending on your service provider, some of these options may not be available to you. Your service provider will choose the gateways that they support in their environment. Please contact your service provider for additional details.

Depending on your choice of payment gateway, you will be asked to enter the relevant payment gateway parameters in the subsequent page.

If you choose 2CheckOut, then you will be prompted to enter your 2Checkout Account Number. If you choose Authorize.NET, then you will prompted to enter your Login ID, Transaction Key and your choice of currency. If you choose Paypal, you will be prompted to enter your Paypal Email Address and your choice of currency. In case you choose Verisign, you will be prompted to enter your Verisign Login Name and the Partner's Name. You may also choose to receive your payment offline via email by choosing Email as your Mode of receiving payment.

Shipping Details:

You need to select one of the shipment methods from the drop down menu for calculation of shipping charges. The options provided are 'flat fee', 'flat fee & weight fee', 'percentage of total order' and 'total weight'. Also you can select the 'no shipping charges' option if you decide not to charge any shipping fee.

Unit of weight:

You need to enter the unit of weight for your product like pounds, kilograms etc.

Currency:

You need to enter the currency to be used for your shop (USD, Euro, etc.).

Once you submit this detail, your shop would be all set and ready for you to create the actual online storefront, which your customers would be visiting. You can visit the Shop Settings page at any time in future to change your fee, currency and freight options.

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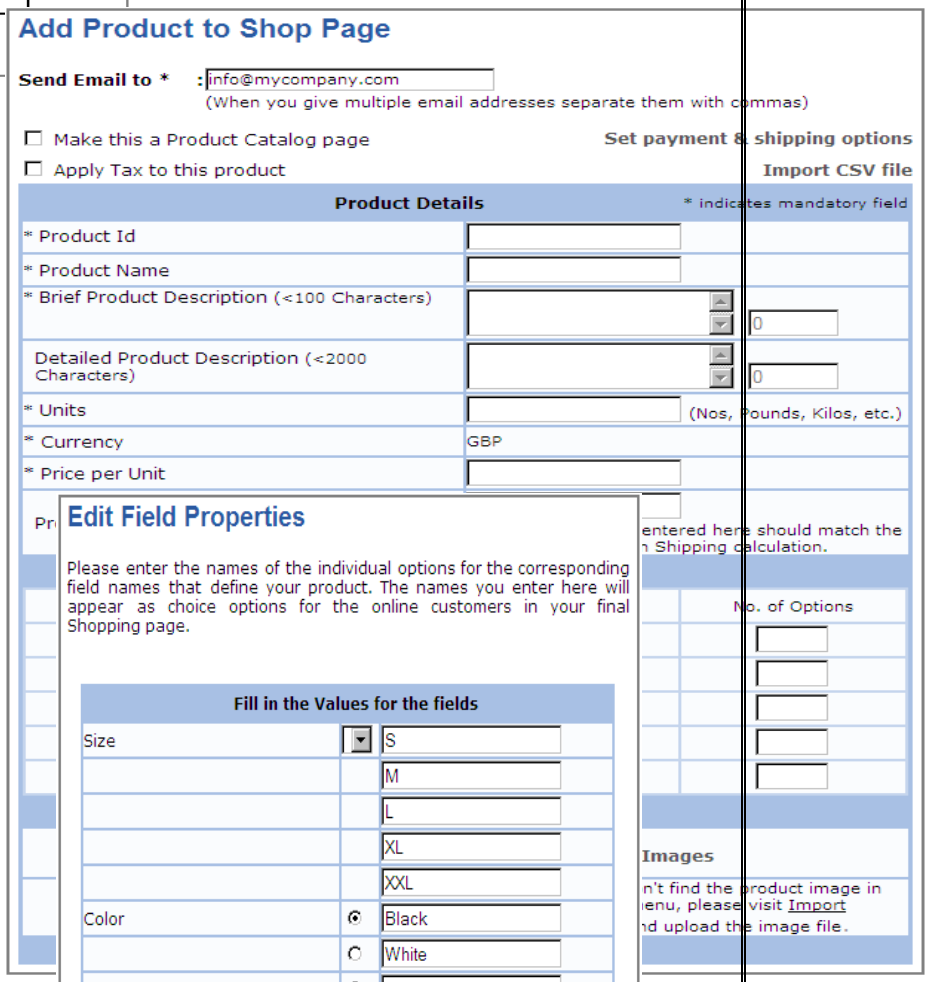
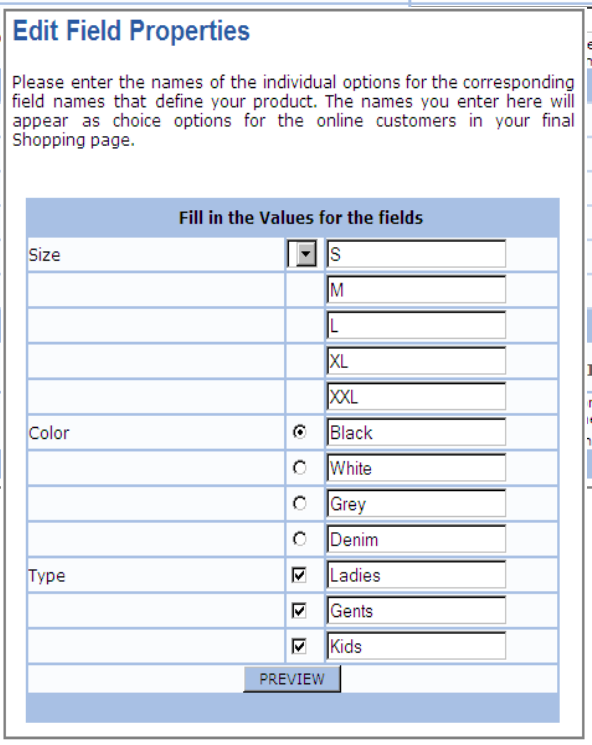
Shop Wizard: Choose Shop Page Layout
Help Movie
Click on a Shop Page Layout that is most appropriate to the kind of online shop that you want to setup.
SHOPPING PAGE LAYOUT I
SHOPPING PAGE LAYOUT II
CANCEL

Once you have provided the basic Shop Settings, you can now proceed to create the shop page. Just click on the shop page layout that is most appropriate to the kind of shop that you want to set up. Once you click, the following page is displayed.


Add Product to Shop Page
Send Email to * : info@mycompany.com
(When you give multiple email addresses separate them with commas)
Make this a Product Catalog page
Set payment & shipping options
Apply Tax to this product
Import CSV file
Product Details
* indicates mandatory field
* Product Id
* Product Name
* Brief Product Description (<100 Characters)
Detailed Product Description (<2000 Characters)
* Units
(Nos, Pounds, Kilos, etc.)
* Currency
GBP
* Price per Unit
No. of Options
Images

This page allows you to start adding the details of each of your products that you want to sell online. All the mandatory fields are marked by a '*'. You need to fill in the details for each product that you want to display on your Shop page separately.

If a particular product has variations (like size, style, color, weight, flavors, etc.), then you can just fill in the main details for the actual main product and the many product variations thereof as category options for your customer. You can do this by filling in the 'Field Name', 'Field Type' and 'No. of Options' fields provided at the bottom of the main product details. You can choose between a check box, pull-down menu (or) even a radio button as appropriate for your product. In the 'No. of Options' field, you need to enter the number of variations available for each product field.



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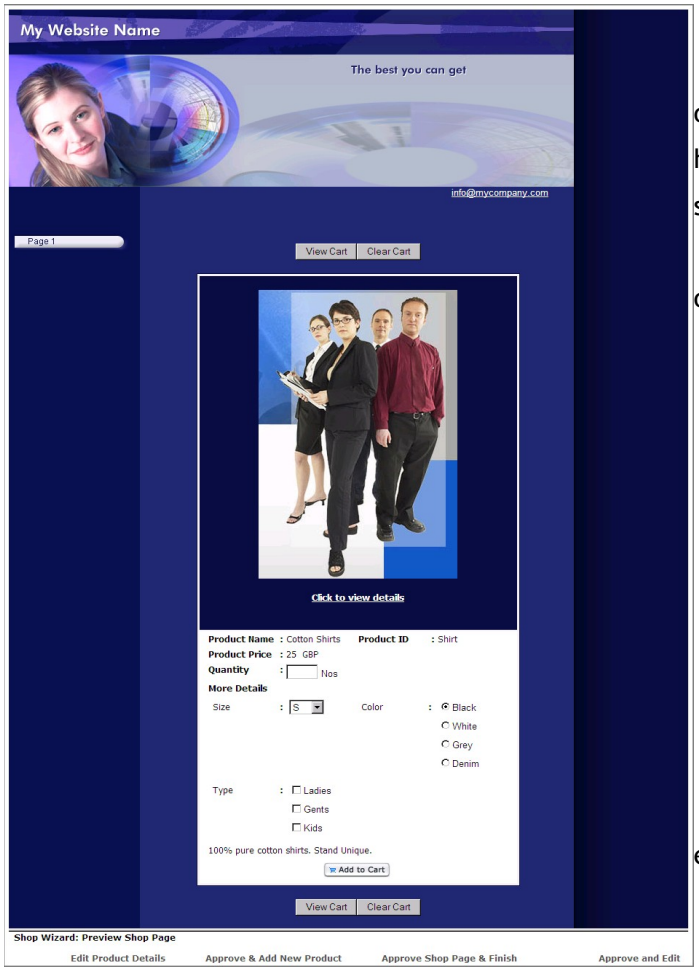
This page allows your customer to indicate his/her preference by choosing one of pre-defined options that you have set. Example: Suppose you sell shirts, you would fill in the details of Cotton Shirts as one of your main products. And within cotton shirts, you would create Fields (or categories) such as Size, Type, Color, etc. Once you submit all the required information about your product on this page, the following 'Edit Field Properties' page is displayed which allows you to add the predefined value options for each of the field names (categories) that you have chosen.



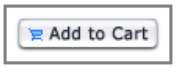
The values that you enter here will appear as choice options for your online customers when they visit your web page. Once you enter the details, you can preview your product along with the details and options, as it will appear on your final online shop page. If you are satisfied with the design template you can then proceed to either add more products or publish the shop page right away.

Importing data using a CSV file

You will also be able to import data directly from a CSV (comma separated values) file, instead of manually typing in the individual data for each product. To do this just click on the "Import CSV file" link available on the top of the page, then select and upload the particular CSV spreadsheet file which contains the shop data.

Setting as a Product Catalog page

You will also be able to set your shop page as a product catalog page by checking the "Make this a product catalog page" option available on the top



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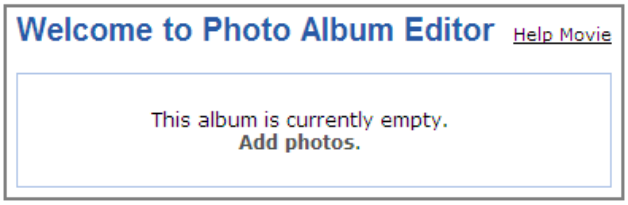
of the page. This option creates a simple catalog page where your users can only view and browse the items in your shop but will not be able to 'add to cart' or purchase the item.

3.7.7. Photo Album Page

Photo Album Editor allows you to create an online photo album and make it a part of your website quickly and easily. With Photo Album Editor you can add, edit, organize, generate thumbnails, print and share your own online digital photo album with your family and friends!
Note: You will be able to add a photo album page only after you provide your FTP information.

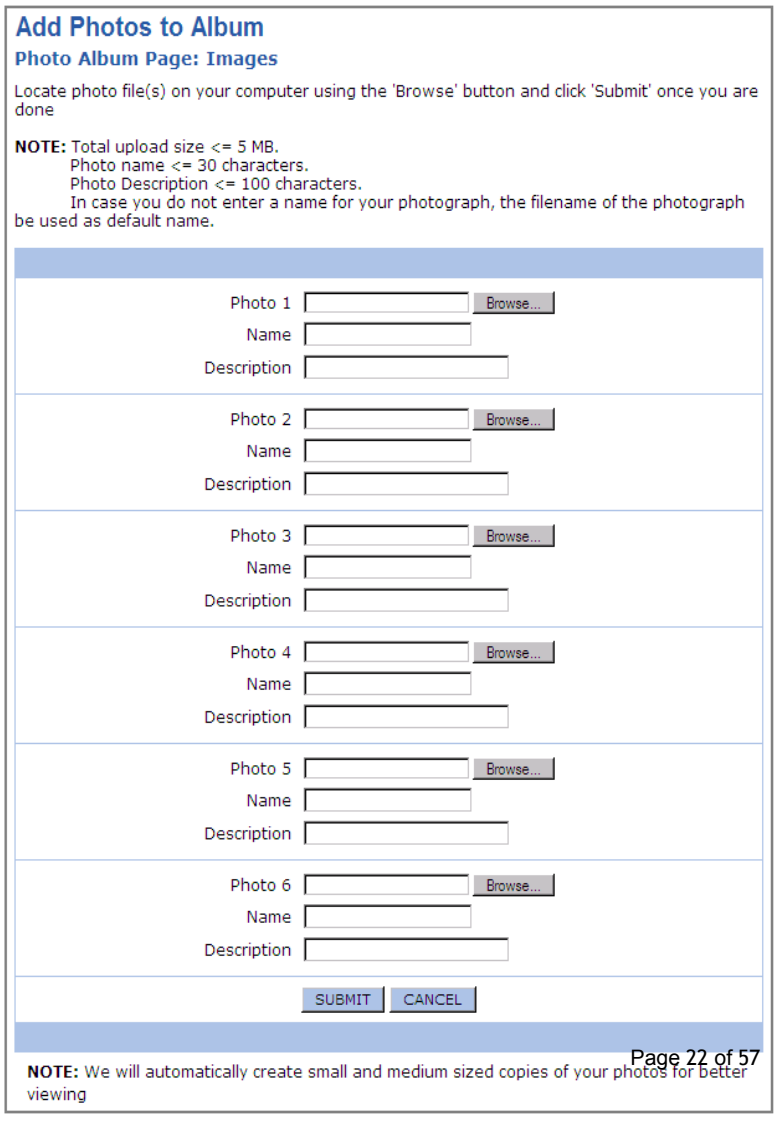
Page manager allows you to create an online Photo Album. To add the photo album page, just select the 'Photo Album' radio button in the 'Change the type of the webpage' page and click 'Submit' to proceed to the Photo album Editor.

When you visit the Photo Album Editor for the first time, you will be prompted to add photos to your currently empty album. You may then click on the 'Add Photos' link to start adding your photos.



The 'Add Photos to Album' page allows you to add your own photos to the photo album. Please note that you can upload a maximum of 6 photographs at a time with a total upload size of not more than 5 MB. You can also add a Photo name and description individually for each photo in your album.

In case you do not enter a name for your photograph, the filename of the photograph be used as the default name. Once you upload your photos you can then proceed to the 'Edit Photo Album' page to compose your photo album.



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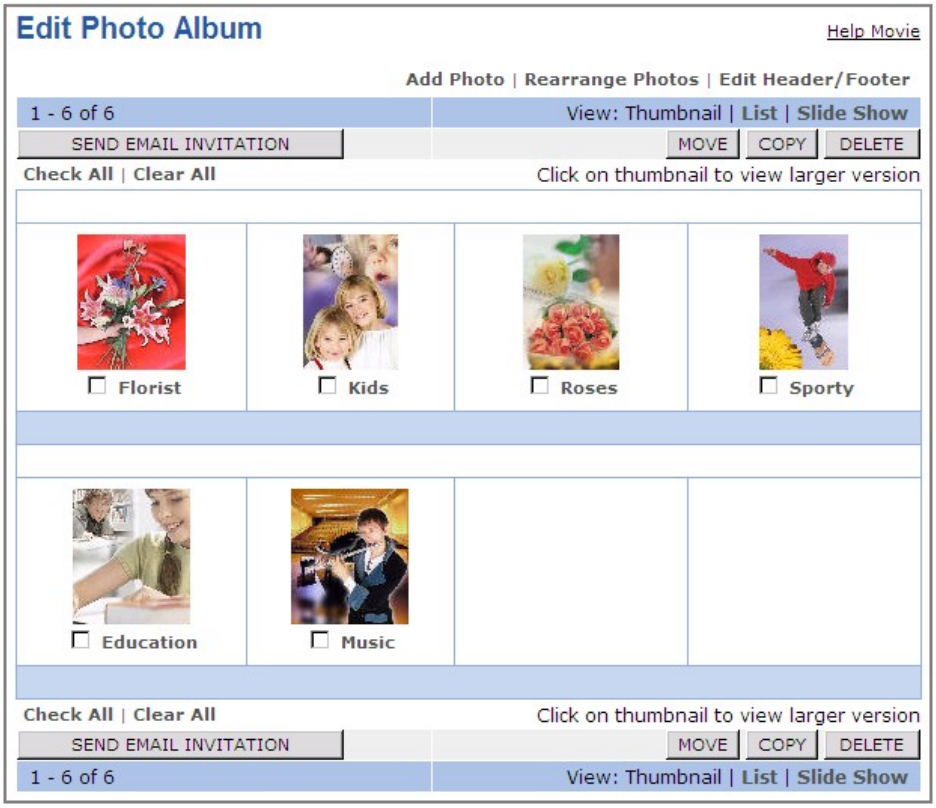
Note: The application will automatically create small and medium sized copies of your photos for better viewing.

The 'Edit Photo Album' page allows you to view the photos in your album as Thumbnails, or as a List or even as a Slide Show. You may also add more photos to your album, edit the header and footer for the photo album or even move or copy select photos to another album or even delete them. The 'Edit Photo Album' page also allows you to send an email invitation to your friends or family requesting them to visit your Photo Album at the specified address on the Internet. After you are satisfied with the settings for your Photo Album, you can then visit your Page Manager



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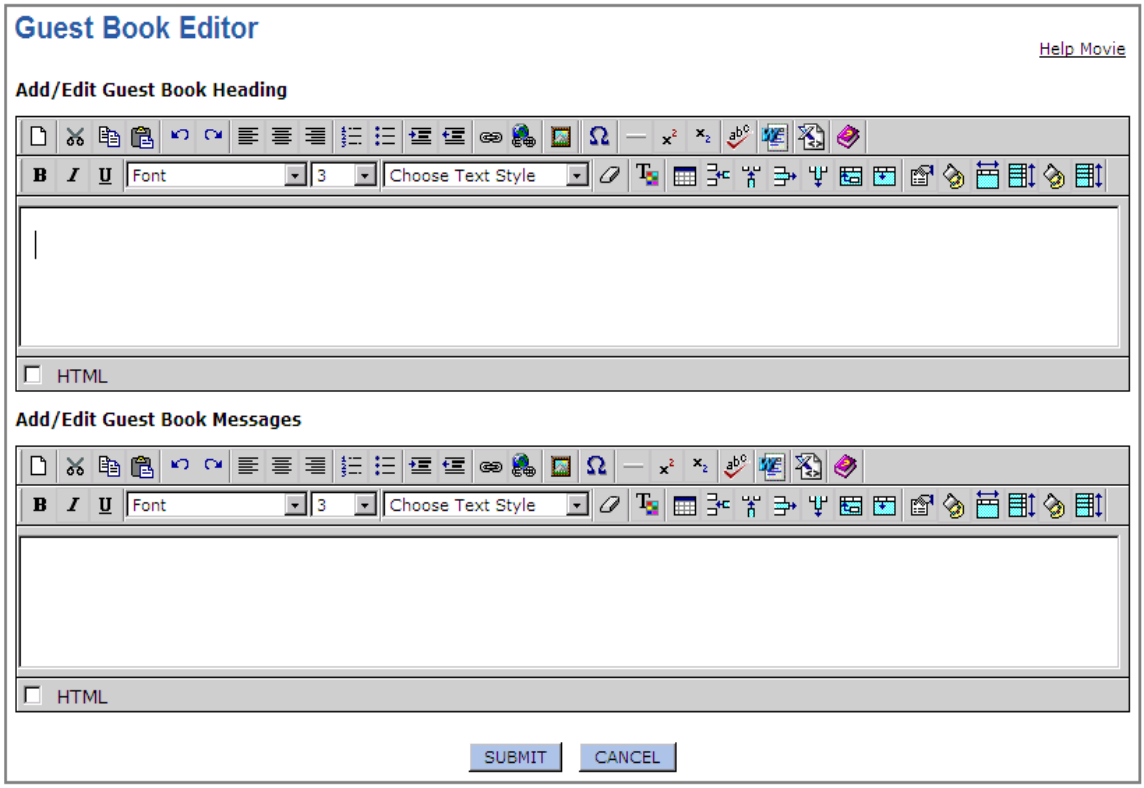
and click on the ‘Publish Website’ link to make the photo album available on your LIVE website.

3.7.8. Create / Edit a Guest Book Page

Page Manager allows you to create an online guest book where your website visitors can leave their questions, comments, suggestions or feedback about your website. To add a Guest Book, just select the ‘Guest Book’ radio button in the ‘Change the type of the webpage’ page, and click ‘Submit’ to load the following page.



You can then create the heading and introduction for your guest book using the ‘Add/Edit Guest Book Heading’ editor. Once you click ‘Submit’, the Guest Book page with your custom heading and introduction will be created.

You can then proceed to preview your Guest Book as it would appear on your website and later publish it to your website once you are satisfied.

When your website visitors post a comment or message to our Guest Book, these comments will appear in the ‘Add/Edit Guest Book Messages’ editor. You can then add/remove/edit the comments or messages posted to your Guest Book by simply visiting this page available from the Page Manager.

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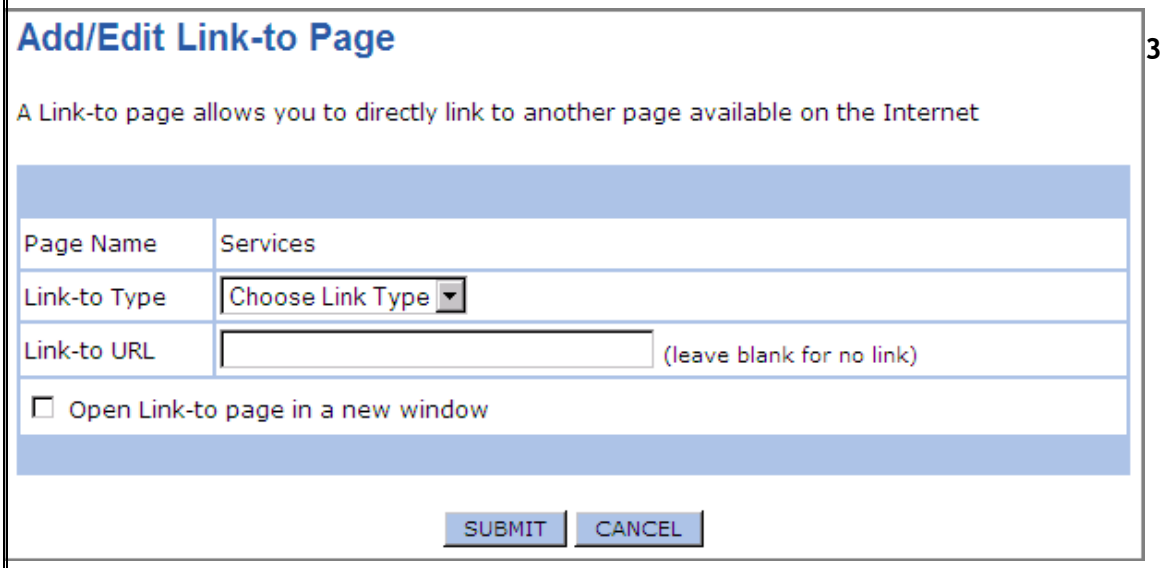
3.7.9. External Link Page

The page manager allows you to add a external link page. To add External link page, just create a new page and select 'External Link' radio button form 'Choose the type of the webpage' page and click submit to load the following page. This page can be changed to any of the available page types from the 'Choose the type of webpage' page at a later time. The external link page allows you to add an external link to your website. When a visitor clicks the link he will be guided to the external link provided. You can either provide a http url, an external email address, or a FTP location.



3.8.

Preview the Website

Just click on the 'Preview' link. This option allows you to Preview your website to see exactly how it would appear before publishing it to the live server. You can preview your website at any time during your site building process to immediately check and see how your recent changes will be reflected on your final website. The Preview opens in a new window so you can always continue working with the Page Manager without disturbing your flow.

Note: What you see in a Preview is still not part of your live website. You will need to Publish it to make it live for your visitors to see the changes.

3.9. Publish the website

Just click on the 'Publish' link. This will publish the entire website online.

Publish Website' allows you to publish and make live all the recent changes that you have made so far to your website, making it available for all your visitors to see. You can always

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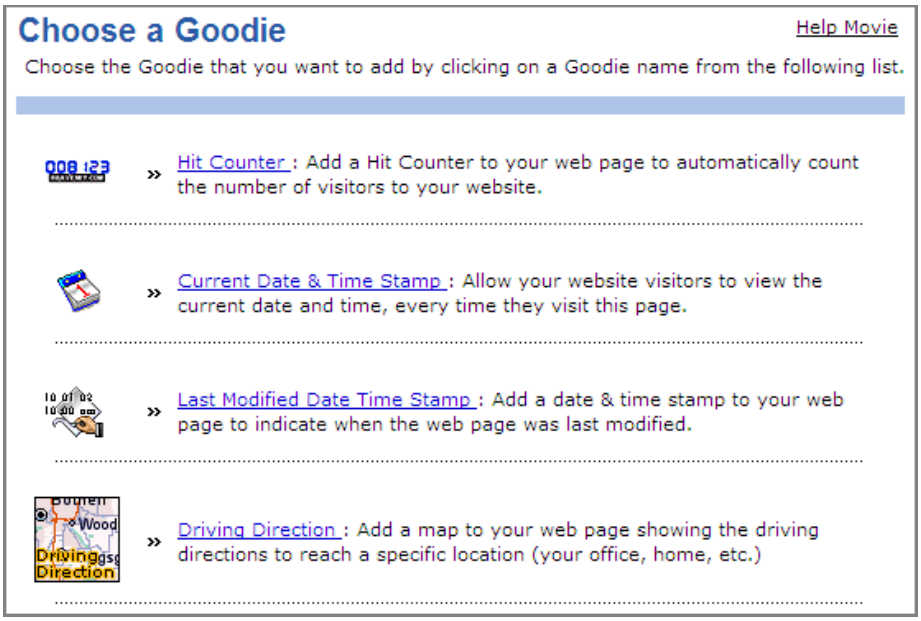
Preview your website to see how it would actually appear before publishing it online. Please contact your administrator if you need any help with this feature.

-

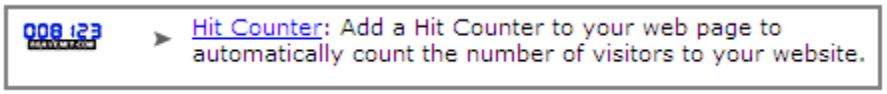
SECTION 4: ADD GOODIES

Goodies are a collection of some really cool features that can jazz up your website. By clicking on the 'Add Goodies' link available in the main page the following page loads allowing you to choose the goodies of your choice and add the same in any of the webpages within the site. Goodie will also be available in the rich text editor's toolbar from where you will be able to add Goodie features to your website. The following are some of the Goodies currently available on your Site Builder.

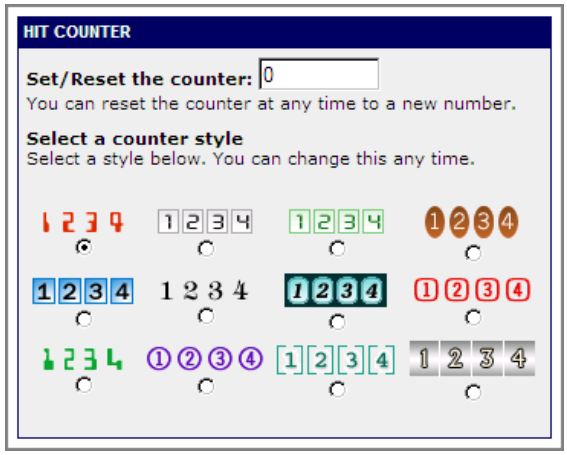

Choose a Goodie
Help Movie
Choose the Goodie that you want to add by clicking on a Goodie name from the following list.
Hit Counter : Add a Hit Counter to your web page to automatically count the number of visitors to your website.
Current Date & Time Stamp : Allow your website visitors to view the current date and time, every time they visit this page.
Last Modified Date Time Stamp : Add a date & time stamp to your web page to indicate when the web page was last modified.
Driving Direction : Add a map to your web page showing the driving directions to reach a specific location (your office, home, etc.)

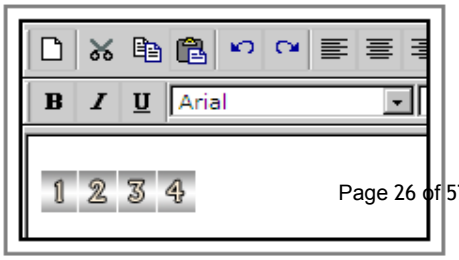
4.1. Hit Counter

To add a Hit Counter to your web page to automatically count the number of visitors to your website, just click on the 'Hit Counter' link on the Goodies page.



Then select any one of the available attractive Hit Counter formats from the list available and click Submit. Once you submit, your rich text editor will display the Hit Counter icon. This confirms that the Hit Counter has been enabled as part of your website. You can later edit the settings by clicking on the 'Hit Counter' link on the Goodies page. The


HIT COUNTER
Set/Reset the counter: 0
You can reset the counter at any time to a new number.
Select a counter style
Select a style below. You can change this any time.



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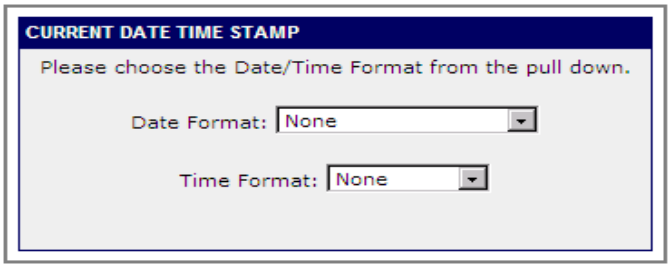
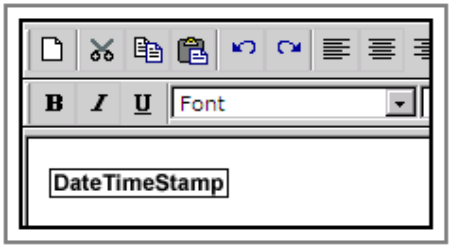
actual Hit Counter will appear on your final website once you Submit this page, accept all changes to the design and Publish it to your live website.

4.2. Current Date & Time Stamp

To add the 'Current Date & Time Stamp' on your web page, just click on the 'Current Date & Time Stamp' link on the Goodies page. Then choose a Date/Time format and your Time Zone from the available options and click Submit. The format that you choose here will be used to display the current date and time when your visitor will be on your website. Once you submit, your rich text editor will display the Current Date & Time Stamp Icon. This indicates that Current Date & Time Stamp has been enabled as part of the website. You can later edit the settings by double clicking the 'Current Date & Time Stamp' icon on the rich text editor. The actual current date and time details will appear on your final website once you Submit this page, accept all changes to the design and Publish to your live website.

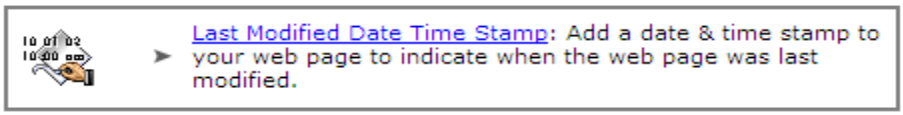


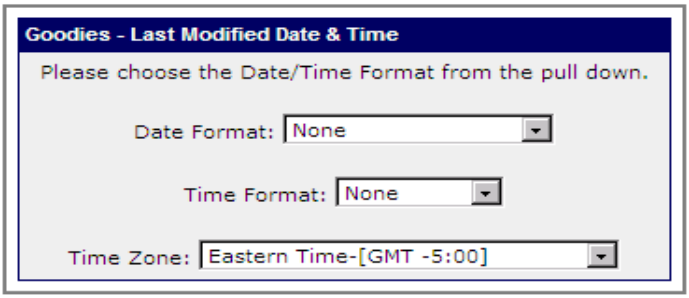


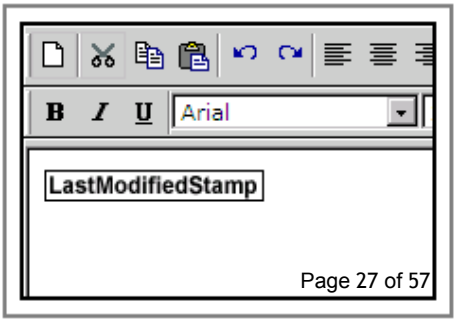
4.3. Last Modified Date & Time Stamp:

To add a 'Last Modified Stamp' on your web page, just click on the 'Last Modified Stamp' link on the Goodies page.

Then choose a Date/Time format and your Time Zone from the available options and click Submit. The format that you choose here will be used to display the date and time when you had last updated your web page. Once you submit, your rich text editor will display the Last Modified Stamp Icon. This indicates that Last Modified Stamp has been enabled as part of the website. You can later edit the




Goodies - Last Modified Date & Time
Please choose the Date/Time Format from the pull down.
Date Format: None
Time Format: None
Time Zone: Eastern Time-[GMT -5:00]



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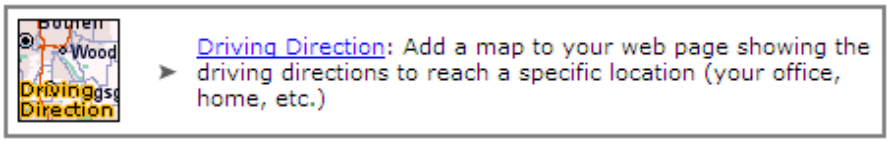
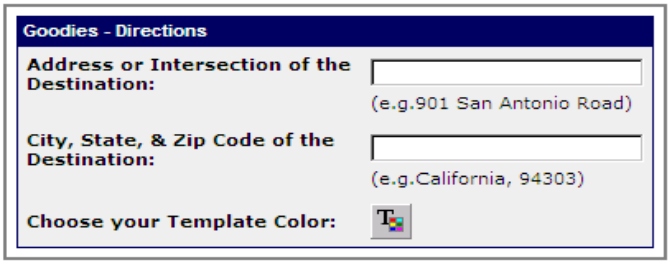
settings by double clicking the 'Last Modified Stamp' icon on the rich text editor. The actual Last Modified date and time details will appear on your final website once you submit this page, accept all changes to the design and Publish to your live website.

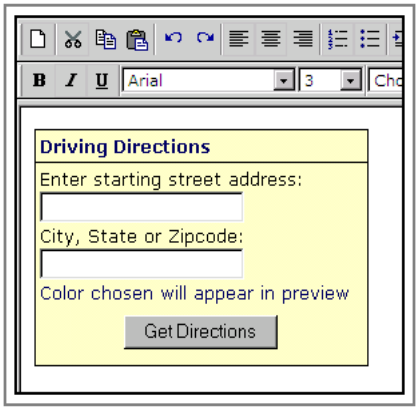
4.4. Driving Directions


Driving Direction
Driving Direction: Add a map to your web page showing the driving directions to reach a specific location (your office, home, etc.)

To enable your visitors to query and view the driving directions to reach a specific location (your office, home, etc.) on your web page, just click on the 'Driving Directions' link on the Goodies page. Then fill in the address and zip code of your location and click Submit. You may also choose a template color that will be used to display the actual driving directions on your website.

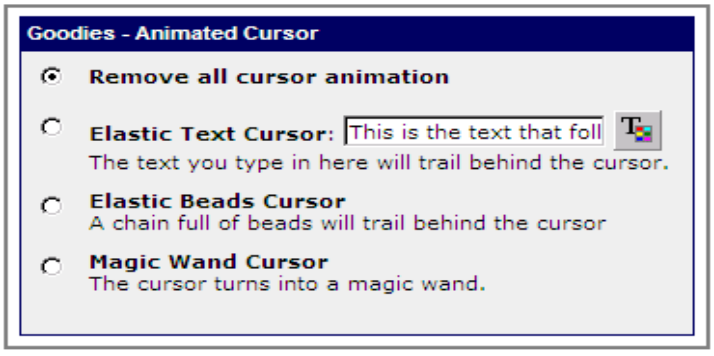

Goodies - Directions
Address or Intersection of the Destination:
(e.g.901 San Antonio Road)
City, State, & Zip Code of the Destination:
(e.g.California, 94303)
Choose your Template Color:

Once you submit, your rich text editor will display a Driving Directions box. This indicates that the Driving Directions feature has been inserted as part of the website. You can later edit the settings by double clicking this icon in the rich text editor. The actual Driving Directions request box will appear on your final website once you submit this page, accept all changes to the design and Publish it to your live website. Your visitors can then type in their location and view the driving directions map.



4.5. Animated Cursors

To add an Animated Cursor to your web page, just click on the 'Animated Cursor' link on the Goodies page. Then select any one of the available attractive Animated Cursor from the list available and click Submit. Please note that once you submit, your rich text editor will NOT display any Icon as confirmation. But the Animated Cursor will nevertheless automatically appear when your


Goodies - Animated Cursor
Remove all cursor animation
Elastic Text Cursor:
This is the text that foll
The text you type in here will trail behind the cursor.
Elastic Beads Cursor
A chain full of beads will trail behind the cursor
Magic Wand Cursor
The cursor turns into a magic wand.

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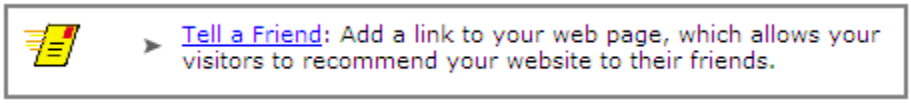
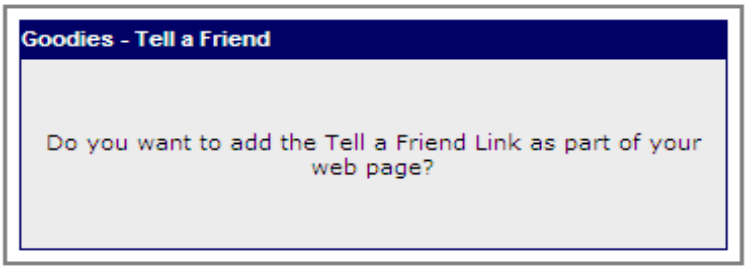
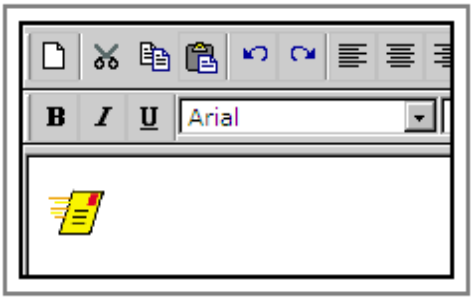
visitors browse your website. You can later edit the settings by clicking on the 'Animated Cursor' link on the Goodies page. The actual Animated Cursor will appear on your final website once you submit this page, accept all changes to the design and Publish it to your live website.

4.6. Tell a Friend



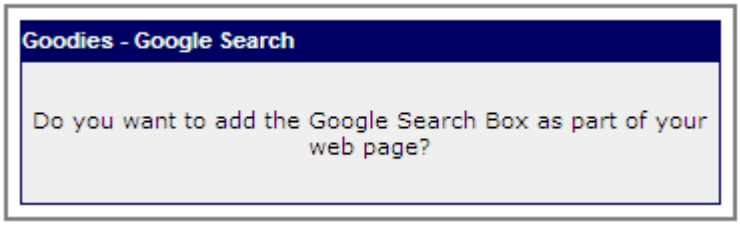
To add a link to your web page, which allows your visitors to recommend your website to their friends, just click on the 'Tell a Friend' link available on the Goodies page. Then click Submit to confirm that you want to add a Tell a Friend box to your web page. Once you submit, your rich text editor will display a Tell a Friend icon. This indicates that the Tell a Friend feature has been inserted as part of the website. You can later edit the settings by double clicking this icon in the rich text editor. The actual Tell a Friend box will appear on your final website once you submit this page, accept all changes to the design and Publish it to your live website. Your visitors can then type in their friend's email address to recommend your website to them.

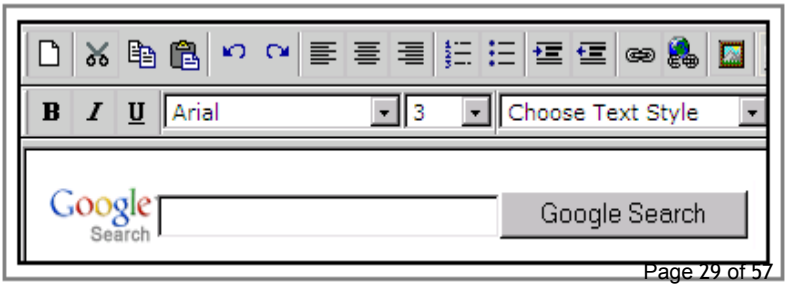




4.7. Google Search

To add a Google Search box on your web page, just click on the 'Google Search' link on the Goodies page. Then click Submit to confirm that you want to add a Google Search box to your web page. Once you submit, your rich text editor will display the Google Search box. This confirms that





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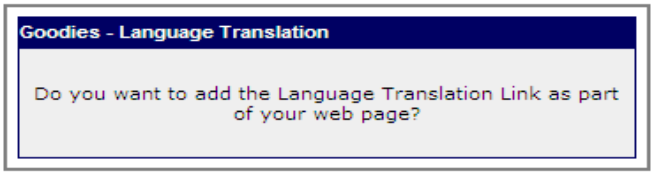
Google Search has been enabled as part of the website. You can later edit the settings by clicking on the 'Google Search' link on the Goodies page. The actual Google Search box will appear on your final website once you Submit this page, accept all changes to the design and Publish it to your live website.

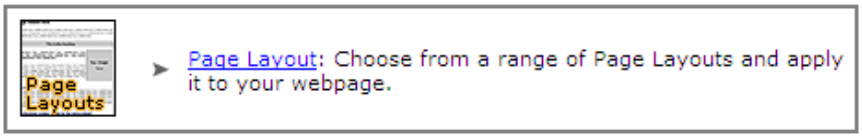
4.8. Language Translation

Language Translation
Language Translation: Allow your website visitors to translate the entire content of your web page to any of the popular languages in just a click.

To allow your website visitors to translate the entire content of your web page to any of the popular languages, just click on the 'Language Translation' link on the Goodies page. Then click Submit to confirm that you want to add a Language Translation feature to your web page. Once you submit, your rich text editor will display the Language Translation icon from AltaVista's Babel Fish. This confirms that Language Translation has been enabled as part of your website. You can later edit the settings by clicking on the 'Language Translation' link on the Goodies page. The actual Language Translation icon will appear on your final website once you Submit this page, accept all changes to the design and Publish it to your live website.

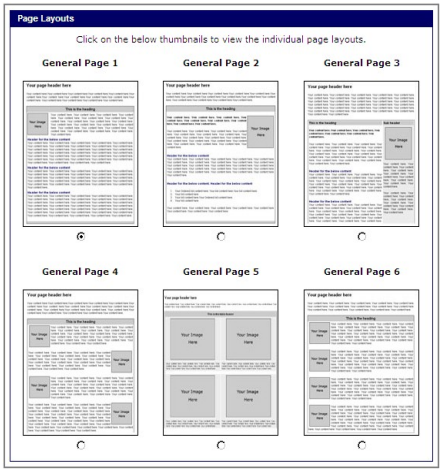


4.9. Page Layout



To apply one of the many attractive pre-designed Page Layouts to your web page, just click on the 'Page Layout' link on the Goodies page. Then choose from one of the many pre-formatted page layouts available for your web page, and click Submit. You may also choose a resume layout as your page layouts if you want to create a resume page. Just click on the Layout thumbnails for an enlarged view of the layout with greater detail.

Once you submit, your rich text editor will load the pre-designed layout along with the default sample content. You may then add, edit, or modify the content as your



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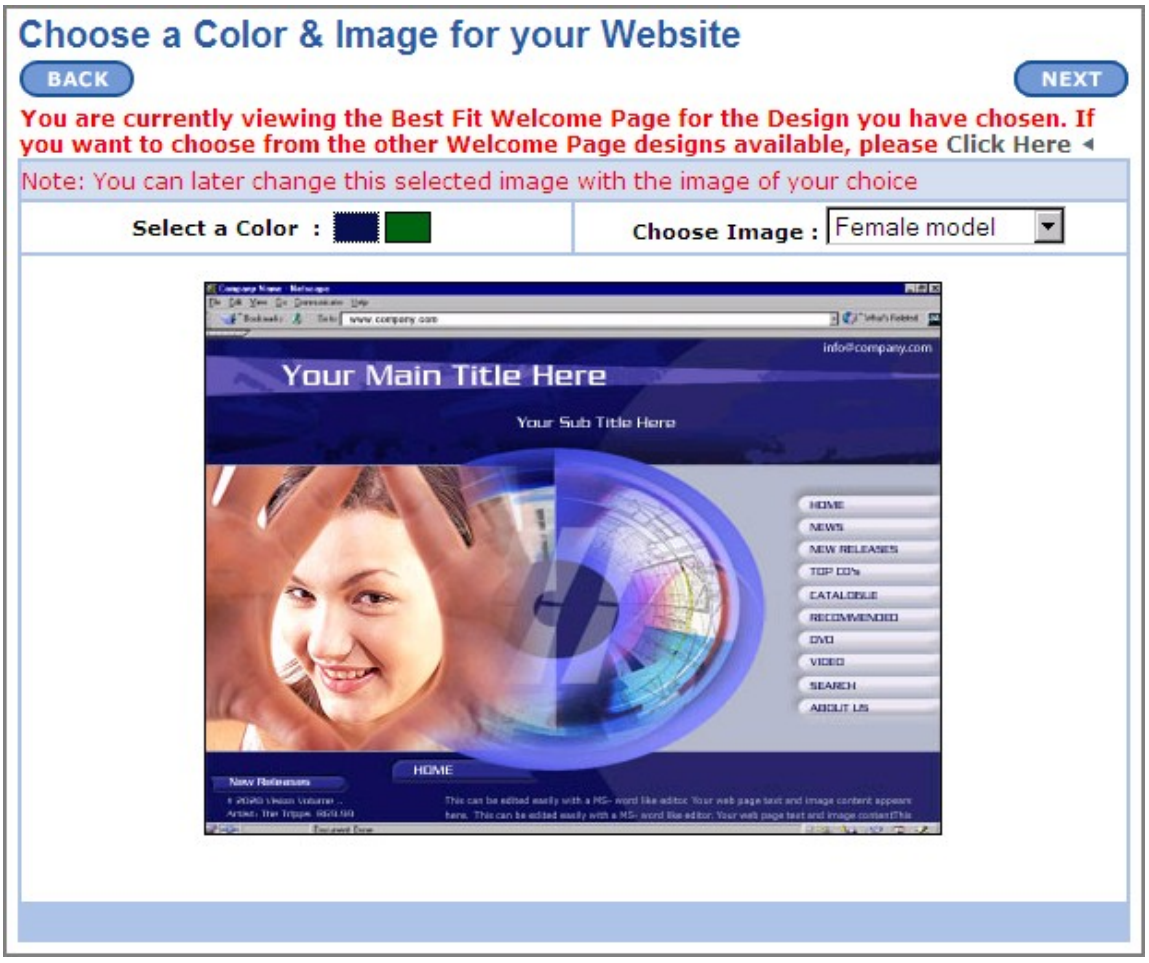
prefer using the rich text editor. You can later change the layout by clicking on the 'Page Layout' link on the Goodies page. The actual page with the new layout will appear on your final website once you submit this page, accept all changes to the design and Publish it to your live website.

-

SECTION 5: ADD WELCOME PAGE

By clicking on the 'Add Welcome Page' link you can add a new Welcome page or Home page to the site. If you are not satisfied with the existing welcome page design you can opt to change the same to any of the hundreds of designs available in the design gallery. Kindly follow Steps 2, 3, 4 & 5 from SECTION 8.


Choose a Color & Image for your Website
BACK
NEXT
You are currently viewing the Best Fit Welcome Page for the Design you have chosen. If you want to choose from the other Welcome Page designs available, please Click Here
Note: You can later change this selected image with the image of your choice
Select a Color :
Choose Image :
Female model
Your Main Title Here
Your Sub Title Here
HOME
NEWS
NEW RELEASES
TOP CD's
CATALOGUE
RECOMMENDED
DVD
VIDEO
SEARCH
ABOUT US
HOME

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Note: This link will be available only if the Welcome page is deleted.

SECTION 6: FLASH ANIMATION

Flash animation helps you add customized Flash animation to your website. A Flash intro is the first thing that you customers get to see before moving on to your website's Homepage. With Flash animation you can communicate your ideas with rich graphics and music.

The following operations can be performed using the Flash Wizard in any sequence:

I. Select / Change Back Ground color of the animation.

This can be done by clicking on the BG Color button in the Flash Wizard and selecting/changing the color from the given options.

II. Incorporate text like Main Title, Sub Title and various messages to be displayed in the flash animation (10 options available for displaying messages).

This can be done by clicking on the Text button in the Flash wizard. You can also select/change colors for the Text for better clarity with various backgrounds

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III. Choose the Background for the animation. Various backgrounds with attractive designs are available to choose from.

This can be done by clicking on the Background button in the Flash wizard, where you will have various options for choosing the background of the Flash intro.

IV. Insert, Edit and Remove Pictures.

This can be done by clicking the Picture button in the Flash wizard. Various picture options are available category wise for the users to select. The two basic categories are Business & Professional and Personal within which various sub categories are available. On clicking a particular sub category various thumbnail images relevant to that category are displayed.

V. The images incorporated in the animation can be edited to suit your requirements. Images can be centered; rotated, scaled and even visibility improvements can be done. These functions can be seen on clicking the Picture button, where you will have three buttons Insert, Remove and Edit.

VI. Users can select the animations of their choice from the available options.

This can be done by clicking the Animation button in the Flash Wizard. On clicking the animation button, the user will be provided with the various animation options, from which they can select the animation of their choice.

VII. Users can select Background Music of their choice from the available options

This can be done by clicking the Audio button in the Flash Wizard. On clicking the animation button, the user will be provided with the various audio options, from which they can select the audio piece of their choice.

VIII. Users can also preview the final Flash animation with the selected, background, background color, text, pictures and audio by clicking the Preview button. Once you are satisfied, you can click on the Submit button to submit your Flash intro for publishing on your website.

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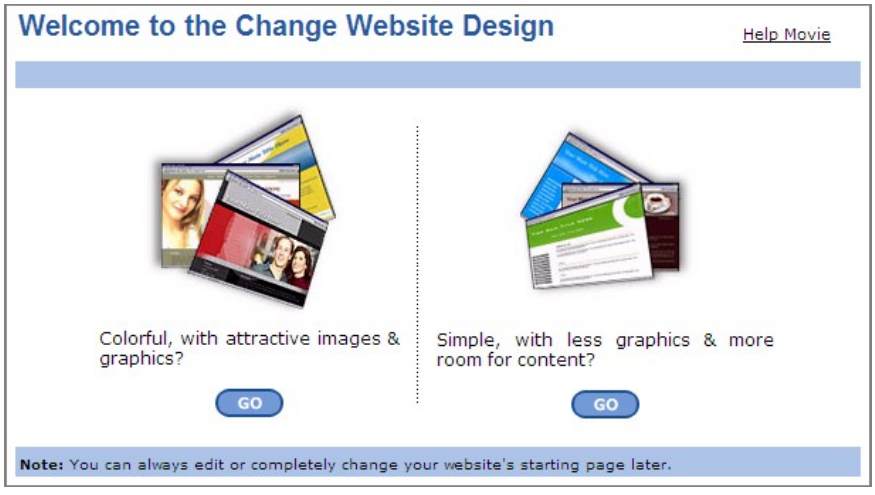
SECTION 8: CHANGE DESIGN

This option allows you to change the design template for your website by choosing from a wide range of design templates. As soon as you click on the 'Change Design' link the following page loads allowing you select a new design of your choice replacing the old design.

8.1. Choosing the Type of Design


Welcome to the Change Website Design
Help Movie
Colorful, with attractive images & graphics?
GO
Simple, with less graphics & more room for content?
GO
Note: You can always edit or completely change your website's starting page later.

This page allows to decide on the type of the home page that you prefer for your website. You can choose between a "colorful homepage with attractive images and graphics" or a "simple home page, with fewer graphic and more room for content".

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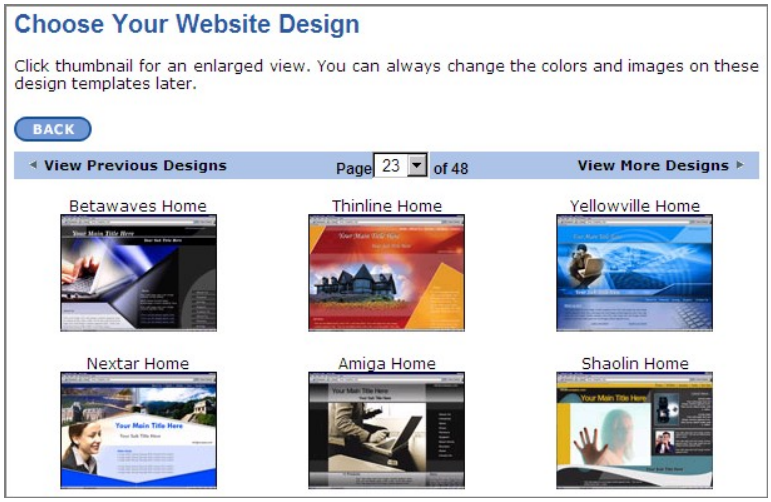
8.2. Choosing the Design Category for Creating your Website

Choose a Category for Creating a Website
BACK
NOTE: If you can't find the category you are looking for, then please click either "Personal & Family Related" or "Business & Professional" headers, to display all the design templates available under these main categories.
Personal & Family Related
View All
General Themes
Cool, Elegant, Emotional, Patriotic...
Family & Friends
Children, Grandparents, Friends, Baby, Family, Teenagers ...
Kid's Pages
Boys, Girls, Cartoons, Toy Store...
Business & Professional
View All
Computer Related
Computer Services, Software, Hardware, Internet, E-Commerce...
Service Business
Food & Restaurants, Travel, Recruitment Agency, Day Care, Security, Caterer, Consulting, Courier/Messenger, Airconditioning, Others...

Just click on a category that you think will be closest to the category that your business or website belongs to. You will then be shown the design templates that pertain to this category. If you can't find the category you are looking for then click the 'View All' link next to either "Personal & Family Related" or "Business & Professional" headers, to display all the design templates available under these main categories.

8.3. Choosing the Website Design

You can now choose a website design that you would like to have on your website. There are several pages of designs to choose from. You can also click on the "View More Designs" link to view more designs than are available on this page.



To select a design just click the thumbnail. Clicking a thumbnail also gives you an enlarged view of the design template. You can always change the colors and images on these design templates later.

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8.4. Choosing the Color and Image for your Website Design

Choose a Color & Image for your Website
BACK
NEXT
Note: You can later change this selected image with the image of your choice
Select a Color :
Choose Image :
Close look of a laptop
Your Main Title Here
Your Sub Title Here

You can now choose the color options by simply clicking on the color boxes available just above the design and select an image option by using the drop down menu. You will notice that the options that you select get applied to the design immediately.

Please note that you can change the selected color and image at any time later from your Website Manager.

To proceed, just click on the "Next" button that appears on the top of the screen.

8.5. Start Customizing the Website Name, Slogan, Email Address

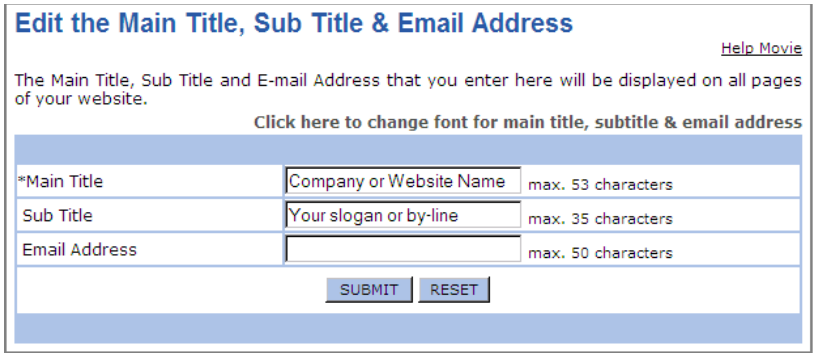
You can now start customizing the Title, Slogan and email address that will be displayed on your website.

-

SECTION 9: EDIT WEBSITE TITLES

9.1. Change Main Title, Sub Title & Email Address

Click on the 'Change Main Title, Sub Title & Email Address' link to reach the following page.


Edit the Main Title, Sub Title & Email Address
Help Movie
The Main Title, Sub Title and E-mail Address that you enter here will be displayed on all pages of your website.
Click here to change font for main title, subtitle & email address
*Main Title
Company or Website Name
max. 53 characters
Sub Title
Your slogan or by-line
max. 35 characters
Email Address
max. 50 characters
SUBMIT
RESET

This page allows you to add/edit the Main Title, Sub Title and the Email Address of your website. These titles will neatly blend within the design layout of your choice. The Main Title could be your company name or website name. You may choose to have slogans, phone numbers,

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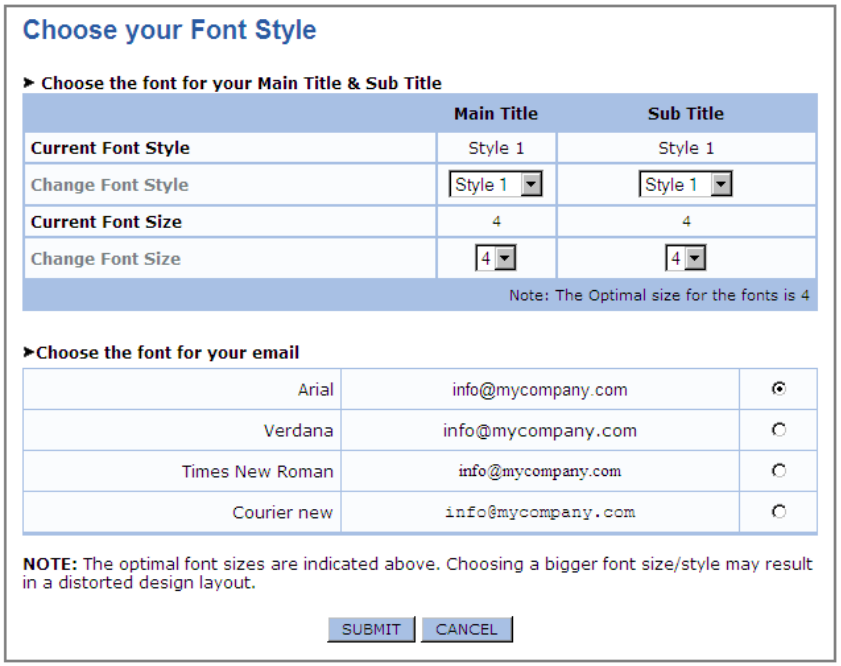
promotional information, etc. for your Sub Title. The e-mail address that you enter here will be displayed as a link in all the pages of your site. Please make sure that you limit the number of characters to the numbers specified for each of these titles.

You can also change the fonts for the titles and email address by clicking on the link available on top of this page.

9.2. Change Fonts for Main Title, Sub Title & Email Address

This page allows you to change Fonts, Font Style and Font Size for your website titles and email address.

To preview what a particular font would look like on your webpage, just scroll down to the font options table available at the bottom of the page. You can also choose the right size and styles for each font, to suit your preference.



-

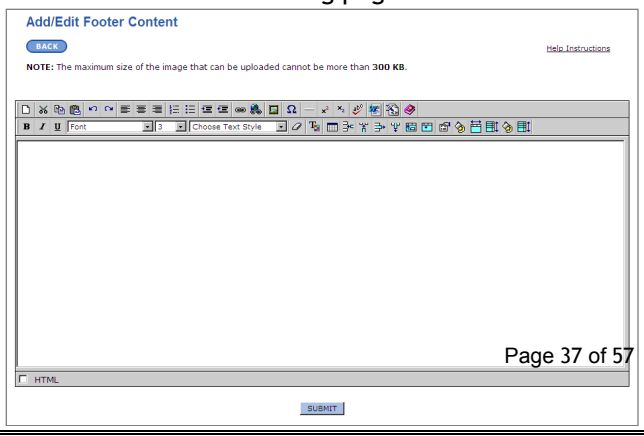
SECTION 10: EDIT WEBSITE FOOTER

Add/Edit Footer Content

The Footer, as you know, will appear at the bottom of all the pages on your website. The Footer can have a maximum of 300 characters spread across a maximum of 4 lines. The Footer may be truncated if it exceeds this limit.

Click on the 'Add/Edit Footer Information' link to reach the following page.

What you see above is a WYSIWYG (what you see is what you get) Rich Text Editor. Using this feature-rich editor, you can create an attractive footer for your website. You can either type in the Footer content, or even


Add/Edit Footer Content
BACK
Help Instructions
NOTE: The maximum size of the image that can be uploaded cannot be more than 300 KB.
HTML
SUBMIT

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copy & paste the content from Microsoft Word or other similar applications. For detailed help with the Editor, please click on the 'Need help with this page?' link, just above the Editor window.

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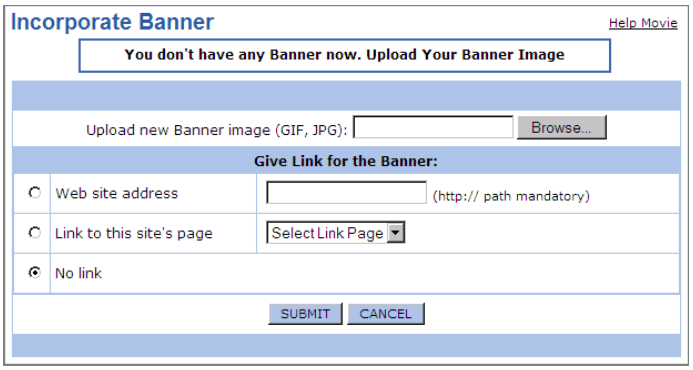
SECTION 11: ADD BANNER

Incorporate Banner

Click on the 'Add Banner' link to reach the following page.



The 'Incorporate Banner' page allows you to add/change a Banner on your website. You can either upload your own banner or use a third party banner for this purpose. When you upload your own banner you need to check the appropriate uploading options based on the hyperlink that you want to provide for the banner. If you choose not to give a link to the banner, then you can select 'No Link'. In case you plan to use a third party banner, then you need to paste the HTML code or the hyperlink in the text area of your web page.

-

SECTION 12: REPLACE LOGO / MAIN IMAGE

Incorporate Logo / Replace Main Image

Click on the 'Replace Logo / Main Image' link to reach the following page.

Incorporate Logo / Replace Main Image
Customize main image of the Welcome Page
Customize main image of the Inner Pages
GO
GO

This page allows you to replace the existing image(s) on your website with any of your own images of your choice. The Main Image currently appearing on your website and the corresponding Plain Background Image are displayed on this page for your reference.

Just follow these simple steps to incorporate your Logo or change the Main Image.

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I. Right click on the 'Plain Background Image' given alongside and save it to your Computer's hard disk using the ‘Save Picture As’ option.

II. Composite your 'Logo' or any other Image of your choice with this 'Plain Background Image' using any of your favorite Image Editing software such as Photo Editor or Photoshop, etc. and save it in the same file format and file name as the original ‘Plain Background Image’.

III. Select the final composite image (Your Logo/Image + Plain Background Image) that you saved to your hard disk, by using the "Browse" button provided on the page.

IV. Click the Upload button to replace the new image with the current Main Image.

Important: Do not change the Background Image Size (Height or Width), File Name or the File Format, etc.., as it will distort the final image

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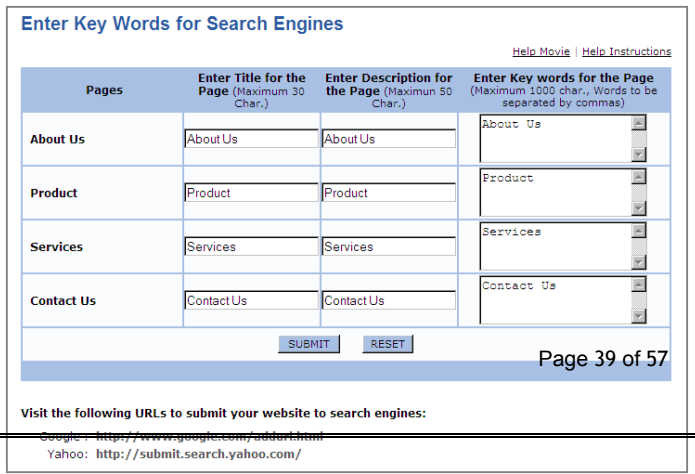
SECTION 13: OPTIMIZE FOR SEARCH ENGINES

Optimize your website for Search Engines

It is important that you provide Titles, Descriptions and Keywords to boost the ranking of your pages by search engines. This ensures that whenever a browser searches for the words in your title, description or keyword … your website will be returned with higher priority.

To optimize your website for Search Engines, just click on the ‘Optimize for Search Engines’ link and the following page loads.


Enter Key Words for Search Engines
Help Movie | Help Instructions
Pages
Enter Title for the Page (Maximum 30 Char.)
Enter Description for the Page (Maximun 50 Char.)
Enter Key words for the Page (Maximum 1000 char., Words to be separated by commas)
About Us
Product
Services
Contact Us
SUBMIT
RESET
Visit the following URLs to submit your website to search engines:
Google : http://www.google.com/addurl.html
Yahoo: http://submit.search.yahoo.com/

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This page allows you to provide meta-tags; titles, descriptions and keywords for each page on your website in order for Search Engines to locate and index your website easily and efficiently.

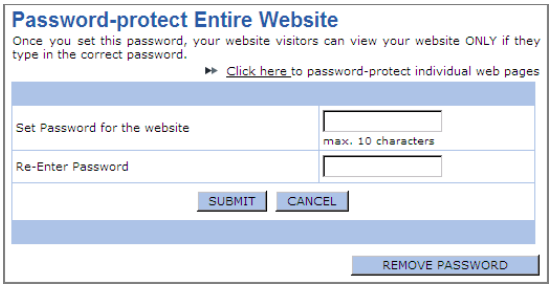
Note: The details you enter here cannot be seen on your website. It is only for the purpose of optimizing your site for better results during searches.

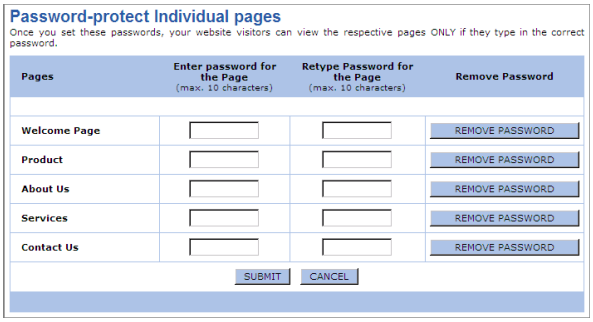
-

SECTION 14: PASSWORD-PROTECT PAGES

Password-protect Entire Website / Webpage

The following page enables you to password protect your entire website or particular pages in the website. This page also allows you to password protect every single page created in the website and also reset or remove the same.


Password-protect Entire Website
Once you set this password, your website visitors can view your website ONLY if they type in the correct password.
Click here to password-protect individual web pages
Set Password for the website
max. 10 characters
Re-Enter Password
SUBMIT
CANCEL
REMOVE PASSWORD



Once the password is set the users can view pages that are not password protected and to view the protected pages they would have to type the correct password.

-

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SECTION 15: IMAGE EDITOR

Online Image Editor

Online Image Editor allows you to perform various image manipulation/editing and retouching features to refine/correct and enhance your existing images before including it in your website.

With Image Editor, you can perform various image editing operations like Flip, Crop, Rotate, apply Frames & Borders, change Brightness & Contrast, Resize, Annotate (text on image), Change Image Format, etc.

The following page loads once you click on the "Online Image Editor' link on your Page Manager.

Note: The above 'Image Library' page would be empty when you visit it for the first time. You will need to Import your own images from your computer's hard disk before you proceed to edit the image with the Image Editor. You can import images by clicking on the Import/Delete button at the bottom of the page.

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To edit an image in your Image Library simply click on the particular image to proceed to the following Image Editor main page.

Edit Image
BACK
Help Instructions
Image name: Engineer
Type:jpg
Size : 35.099 KB
Just click a button below to perform that operation on the above image:
Flip | Flop | Crop | Resize | Rotate | Brightness | Contrast |
Raise | Frame | Border | Composite | Annotate | Save As

The various image-editing operations that you can perform on the image are provided as links at the bottom of the page.

While editing an image, a Check box with 'Save the image in a different name' option appears at the bottom of the image, by checking the same the site builder allows you to save the edited image with an alternate name.

Also the options 'Accept & continue editing', 'Accept & finish' and 'Undo' allows you to manage your image editing process.

FLIP

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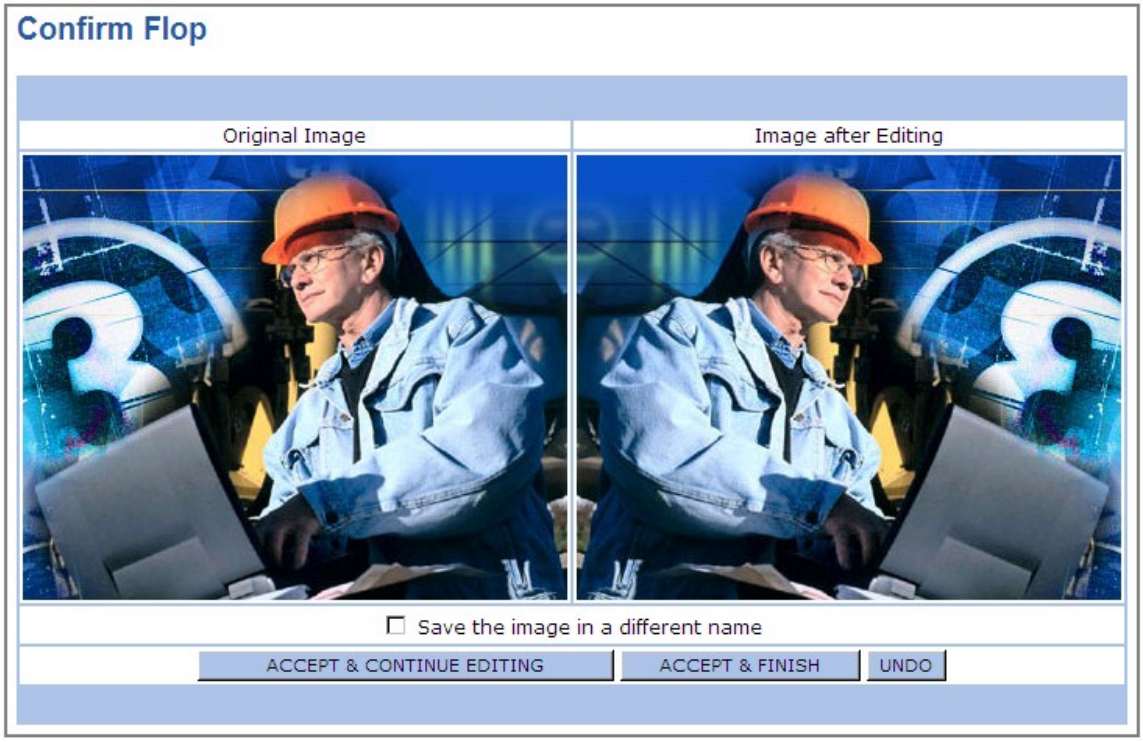
FLOP



CROP

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The Crop operation lets you cut or crop the image leaving only that part of the image that you want to retain. Please note that you can only select rectangular or square portions of the image.

How to Crop:

I. Decide on which rectangular or square portion of the image you want to retain.
II. Use the mouse to click the left top corner of this imaginary rectangle and keep the mouse button pressed.

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III. With the mouse button pressed, drag the mouse diagonally down to the bottom right corner of this imaginary rectangle. Release the mouse button only after you reach the bottom right corner.

IV. As you release the mouse button, a rectangular box with Cyan border appears. Only the part of the image which falls inside this rectangle will be retained.

V. When you are convinced that the rectangle/square box is the portion that you want to crop then click 'SUBMIT' to proceed.

RESIZE

The Resize operation lets you increase or decrease the dimensions of the image based on the width and height values that you type in.

How to Resize:

I. Step 1: Enter the values for the Width and Height to which you want to resize the image.

RESIZE Image
BACK
Help Instructions
Current Width x Height : 349 x 285 Pixels
Enter the Width and Units 120 Pixels
Enter the Height and Units 81 Pixels
SUBMIT
ANNOTATE: Please ensure that the height and width are changed proportionally to avoid distorting the image.

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II. Step 2: Select the Units (Pixel or Percent) for Width and Height.

III. Step 3: Click 'SUBMIT' to proceed.

Note: These values could be more than or less than the actual width and height of the image. Normally if the values are greater than the original then the image is likely to lose its visual clarity.

ROTATE

The Rotate operation lets you rotate the image to an angle specified by you. You can also choose the direction in which the image will be rotated - that is, either clockwise or anti-clockwise.

How to Rotate:

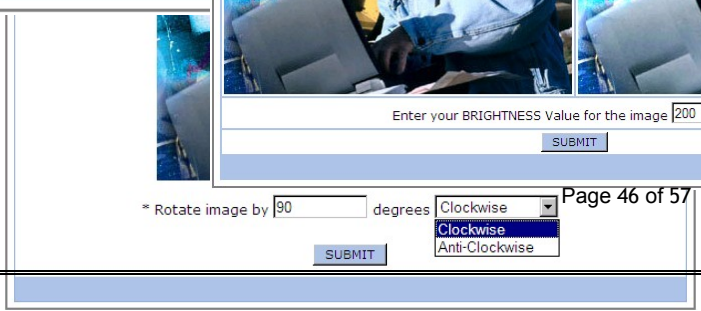
I. Type in the Angle (in degrees) to which you want to rotate the image. Only whole numbers from 1 to 360 are allowed.

II. Select the direction of rotation. That is, either clockwise or anti-clockwise.

III. Click 'SUBMIT' to proceed.

BRIGHTNESS

How to adjust Brightness



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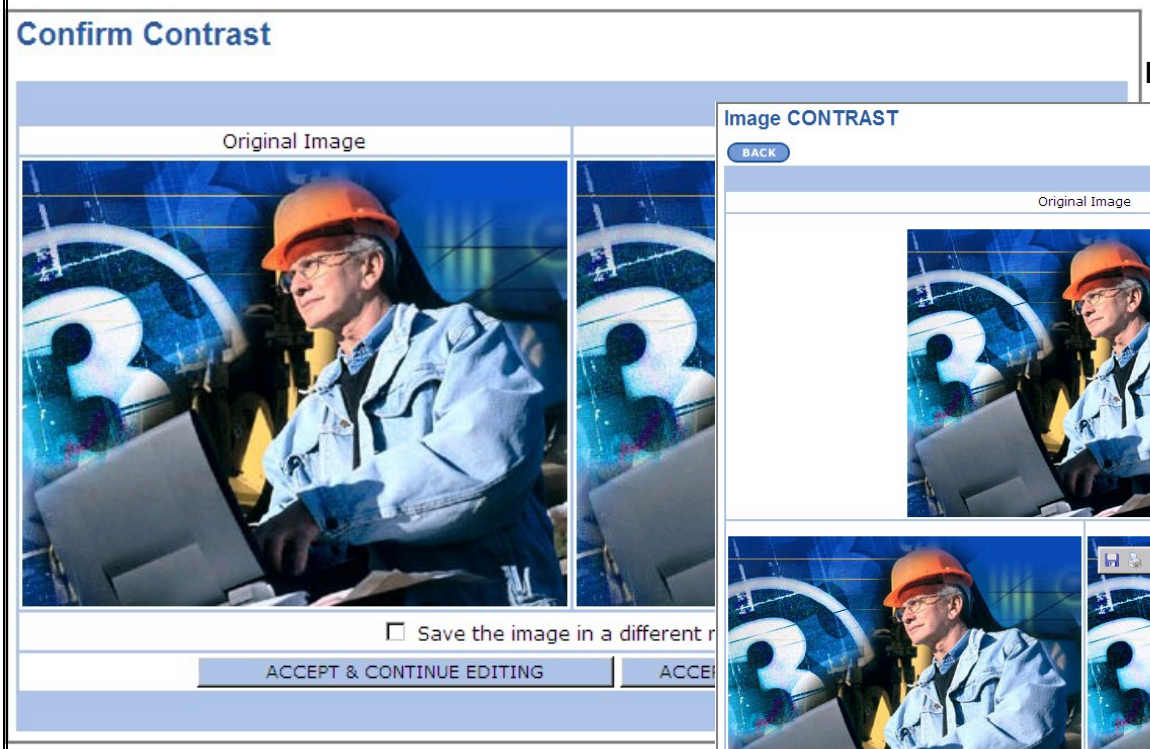
I. Type in a value for Brightness. Any number in multiples of 10 is recommended.

II. Click 'SUBMIT' to proceed.

CONTRAST



How to adjust Contrast

I. Select the desired level of contrast from the options available.

II. Click 'SUBMIT' to proceed.

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RAISE

By Raising, you can give an embossed effect to your image.

How to Raise

I. Type in the Raise value. (Any number in multiples of 10 and below 90 is recommended)

II. Click 'SUBMIT' to proceed.

RAISE Image
BACK
Help Instructions
The RAISE operation gives an embossed effect to your image.
Original image
Image with Raising value 10
Image with Raising value 20
Image with Raising value 30
Enter the RAISE Value by which you want to raise the image
50
SUBMIT

FRAME

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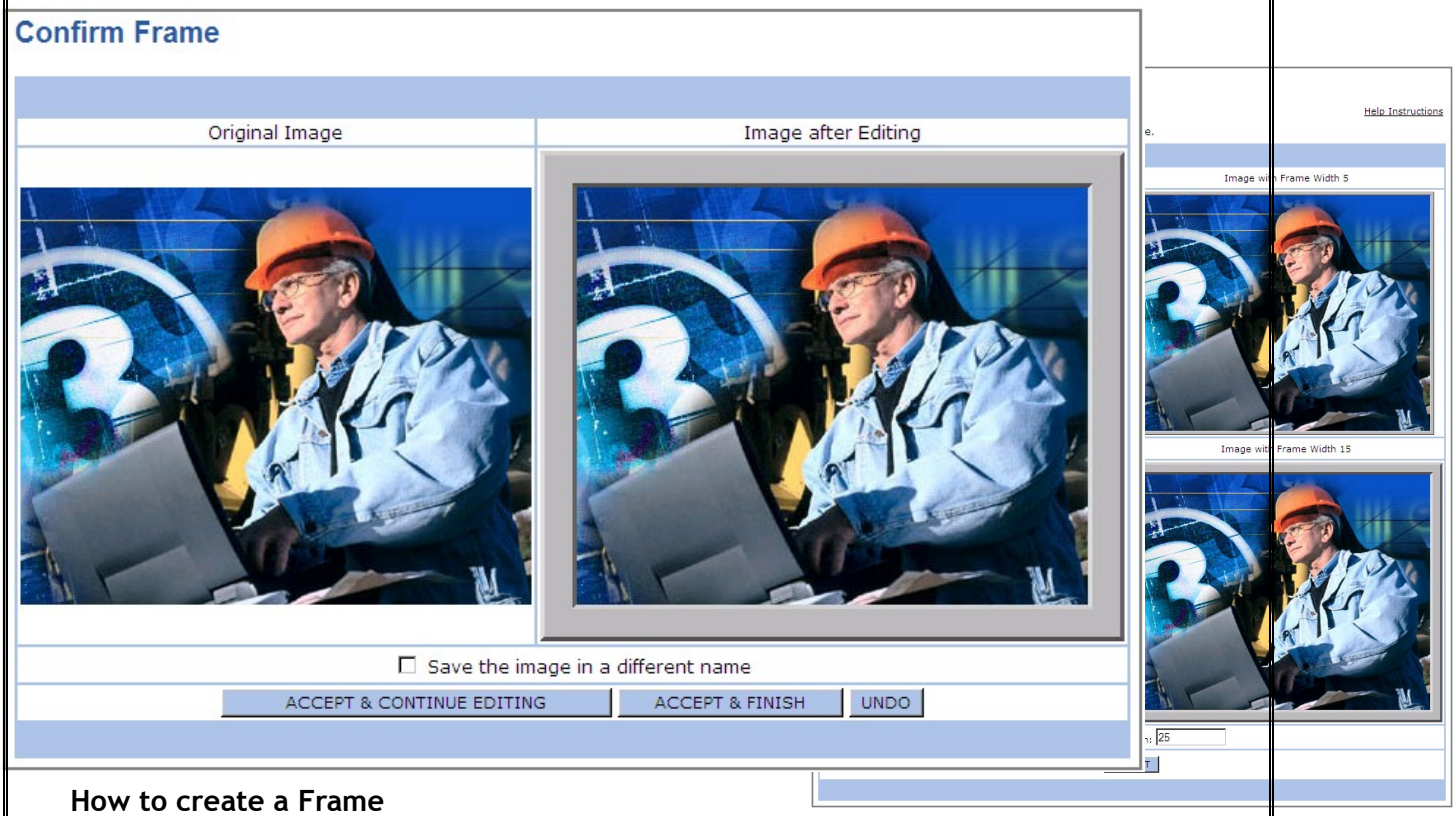
You can create a Frame for the image by specifying the width of the Frame.



How to create a Frame

I. Type in a value for Frame Width (Any number in multiples of 10 and below 50 is suggested).

II. Click 'SUBMIT' to proceed.

BORDER

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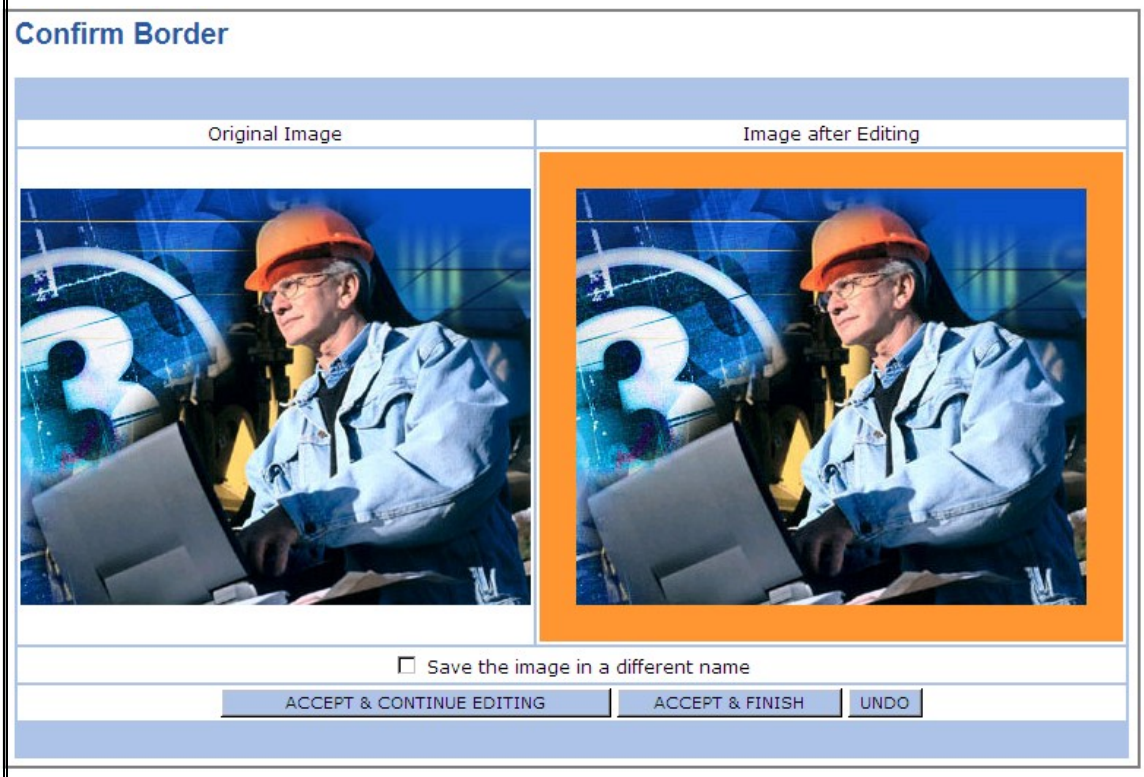
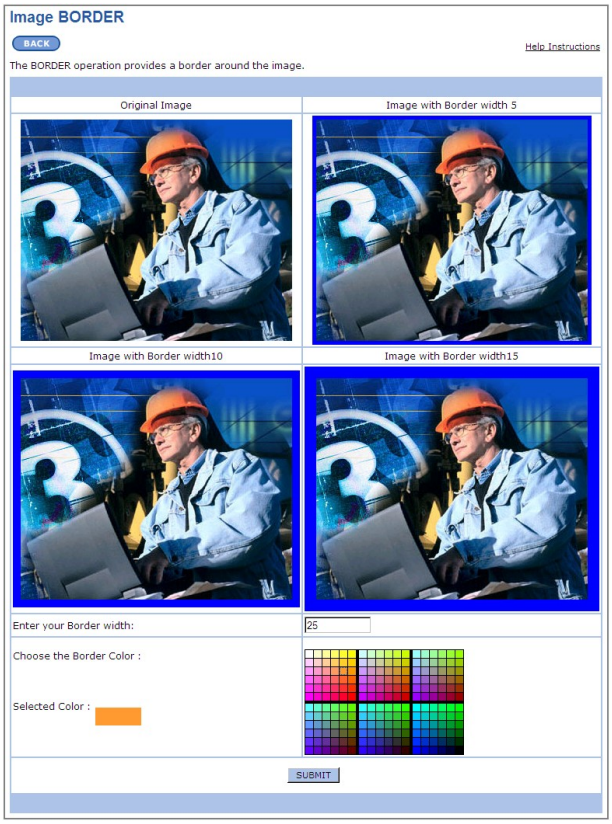


How to create a Border

I. Click on the color palette to choose a Border color. The selected color will be displayed in the small rectangular box on the left.

II. Type in a value for Border Width (Any number in multiples of 10 and below 50 is suggested).

III. Click 'SUBMIT' to proceed



ANNOTATE

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By Annotating, you can place any text with a specified color and font on the image, at a specific position of your choice.

How to

Annotate

I. Decide on the area in the image where you want to add text.

II. Click a point on the image from where you want the text to begin.

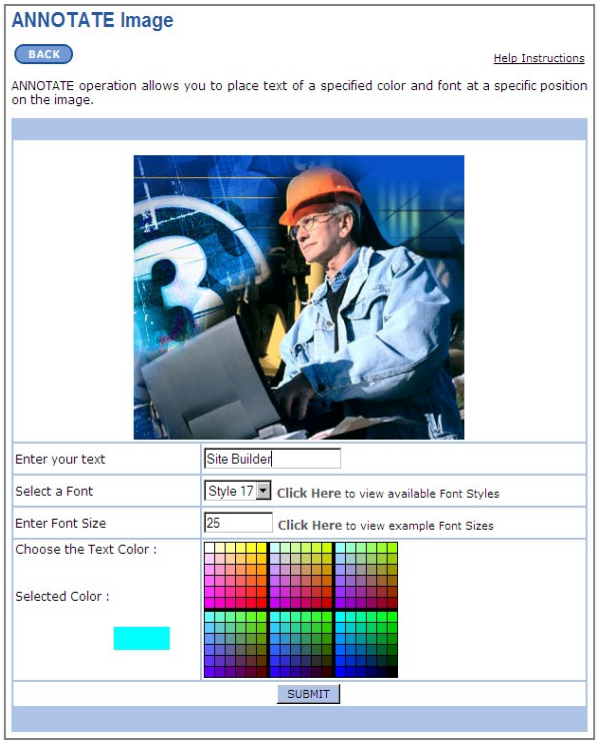
III. Type the text in the textbox provided.

IV. Choose a color for the text from the color palette. The selected color is displayed in the small rectangular box on the left.

V. Select a font style for the text from the list provided.

VI. Type in a font size for the text.

VII. Click 'SUBMIT' to proceed.


ANNOTATE Image
BACK
Help Instructions
ANNOTATE operation allows you to place text of a specified color and font at a specific position on the image.
Enter your text
Site Builder
Select a Font
Style 17
Click Here to view available Font Styles
Enter Font Size
25
Click Here to view example Font Sizes
Choose the Text Color :
Selected Color :
SUBMIT

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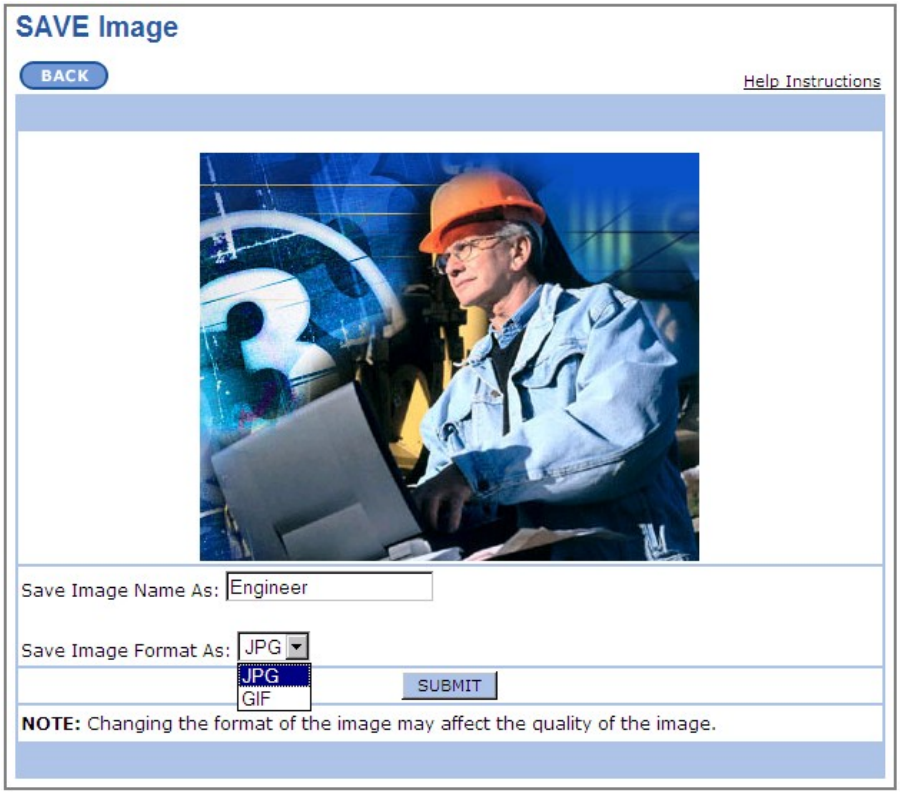
SAVE IMAGE

You can also choose to save the final image file in any other filename or file format.



COMPOSITE

By Compositing, you can juxtapose one image over another image and combine both into a single image file with changes.

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SECTION 16: MY ACCOUNT SETTINGS

The Account Settings page allows you to perform the following tasks that help you manage your site building account.

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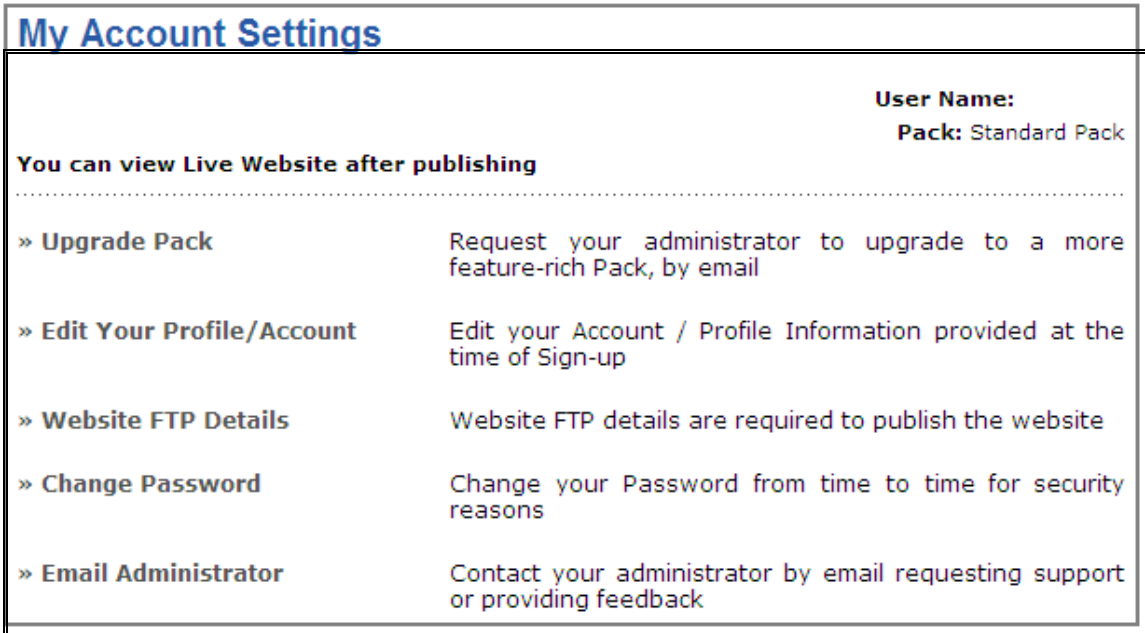
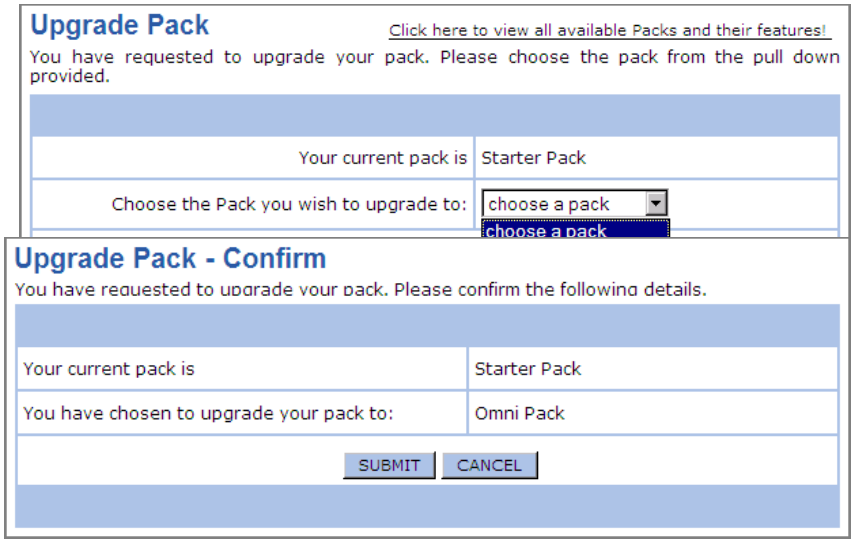

My Account Settings
User Name:
Pack: Standard Pack
You can view Live Website after publishing
» Upgrade Pack
Request your administrator to upgrade to a more feature-rich Pack, by email
» Edit Your Profile/Account
Edit your Account / Profile Information provided at the time of Sign-up
» Website FTP Details
Website FTP details are required to publish the website
» Change Password
Change your Password from time to time for security reasons
» Email Administrator
Contact your administrator by email requesting support or providing feedback

16.1. Upgrade Pack

The Upgrade Pack page allows you to request your service provider to upgrade your current site building Pack to a more feature-rich Pack. This allows you to create more attractive websites with a whole lot of new and exciting features.

Note: This option will be available only in case of lower packs


Upgrade Pack
Click here to view all available Packs and their features!
You have requested to upgrade your pack. Please choose the pack from the pull down provided.
Your current pack is
Starter Pack
Choose the Pack you wish to upgrade to:
choose a pack
choose a pack
Upgrade Pack - Confirm
You have requested to upgrade your pack. Please confirm the following details.
Your current pack is
Starter Pack
You have chosen to upgrade your pack to:
Omni Pack
SUBMIT
CANCEL

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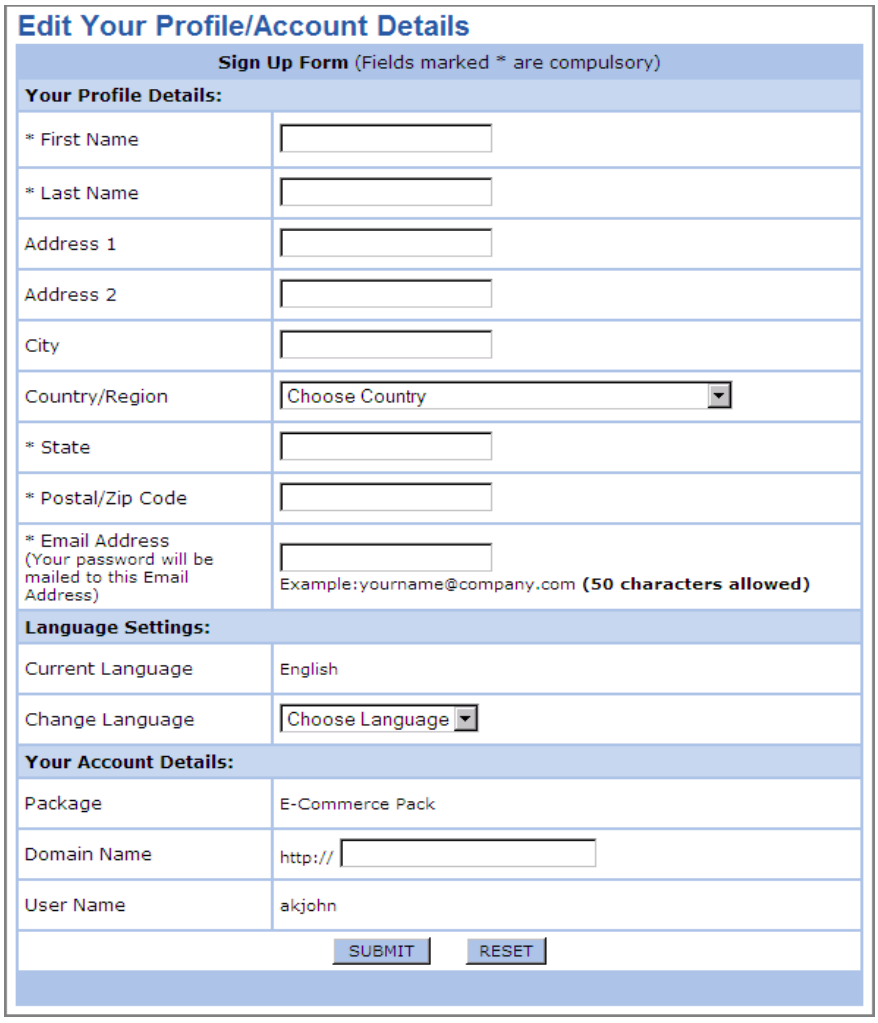
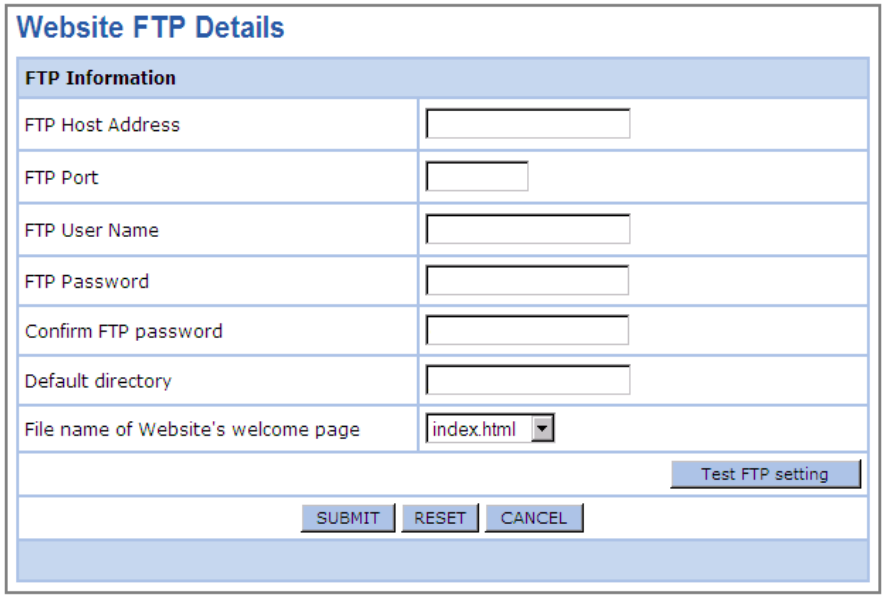
16.2. Edit Your Profile / Account

This page allows you modify your contact details, account-related information, set your choice of language for the Website Builder, the domain name for your website and other details that you had provided at the time of registration.



16.3. Website FTP Details

This page allows you to change edit or update the FTP information in order to have the website published. This page cannot be edited by default, permission to edit or update the same should be granted by the application service provider



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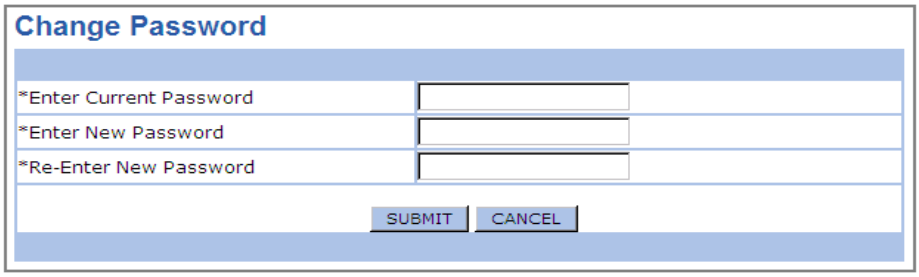
16.4. Change Password

This page allows you to change your access password for the online Site Builder.



16.5. Email Administrator

This page allows you to email your service provider regarding any support issues that you may have or even to send feedback regarding your account.

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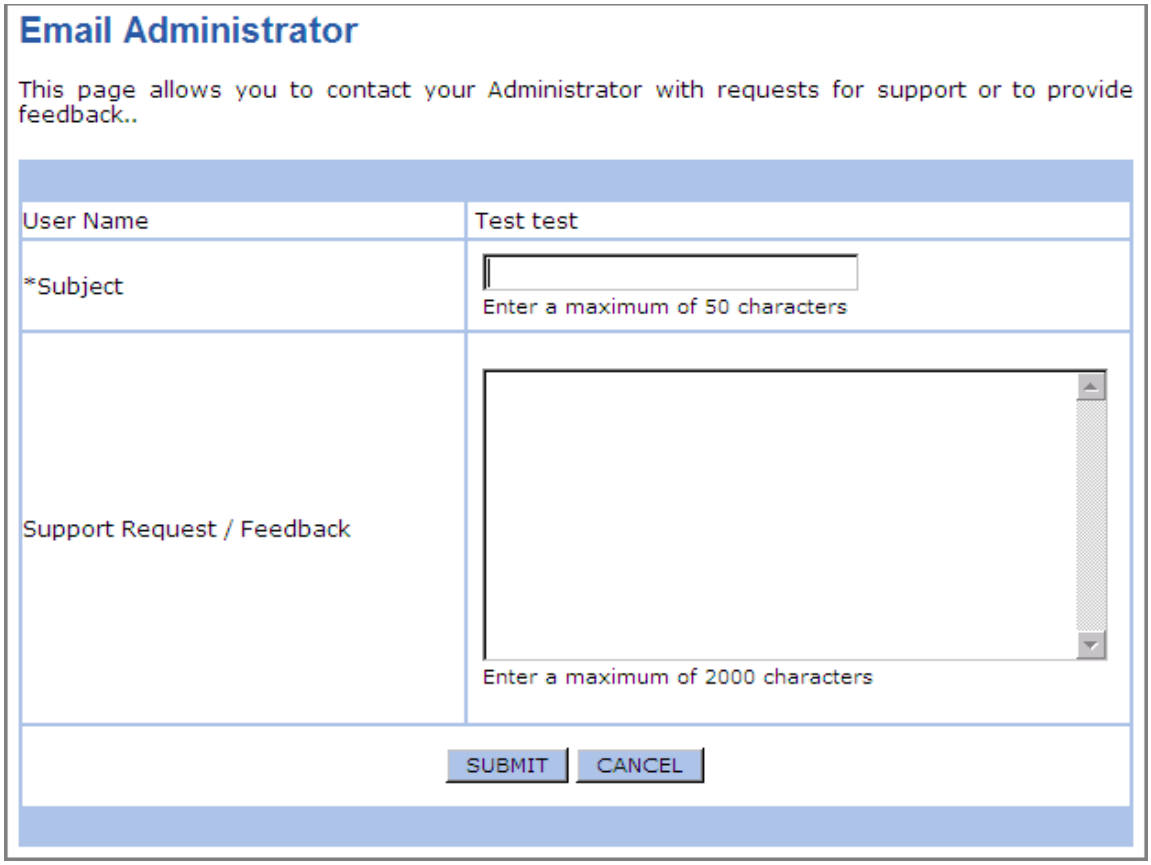
Email Administrator
This page allows you to contact your Administrator with requests for support or to provide feedback..
User Name
Test test
*Subject
Enter a maximum of 50 characters
Support Request / Feedback
Enter a maximum of 2000 characters
SUBMIT
CANCEL

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